Kent County, Michigan

Comprehensive Annual Financial Report

For the year ended June 30, 2008

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For the year ended June 30, 2008

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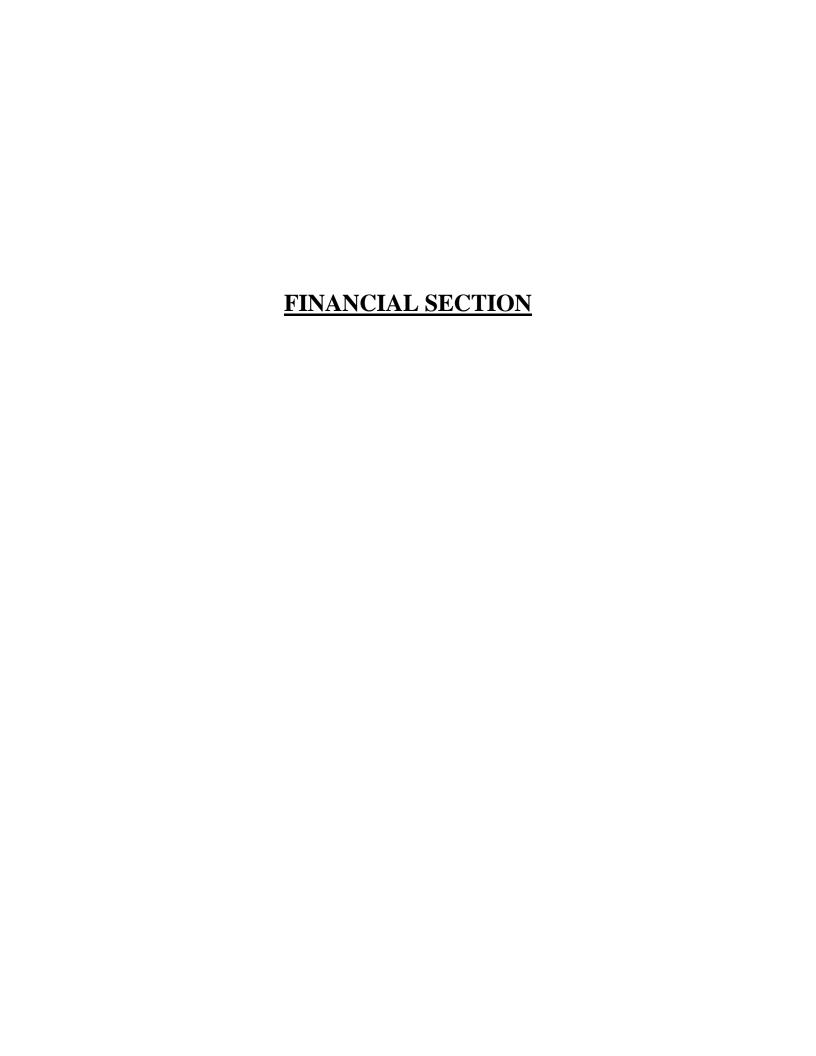
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### **INDEPENDENT AUDITOR'S REPORT**

October 20, 2008

The Board of Education Sparta Area Schools

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Sparta Area Schools (the "District") as of and for the year ended June 30, 2008, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's elected officials and management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund and the aggregate remaining fund information of Sparta Area Schools as of June 30, 2008, and the respective changes in financial position and budgetary comparison for the General Fund for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated October 20, 2008 on our consideration of Sparta Area Schools' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was performed for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplemental information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements of Sparta Area Schools. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Hunger ford, Aldin, Nichols Wester, P.C.

Certified Public Accountants

As management of the Sparta Area Schools ("the District"), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2008. We encourage readers to consider the information presented here in conjunction with the District's financial statements, which immediately follow this section.

### **Overview of the Financial Statements**

This annual report consists of three parts: Management's Discussion and Analysis (this section), the Basic Financial Statements and Supplemental Information. The Basic Financial Statements include two kinds of statements that present different views of the District:

- The first two statements, the Statement of Net Assets and the Statement of Activities, are *district-wide financial statements* that provide both short-term and long-term information about the District's overall financial status.
- The remaining statements are *fund financial statements* that focus on individual parts of the District, reporting the District's operations in more detail than the district-wide statements.
  - Governmental funds statements tell how basic services such as regular and special education were financed in the short term as well as what remains for future spending.
  - *Fiduciary funds statements* provide information about the financial relationships in which the District acts solely as a trustee or agent for the benefit of others.

The Basic Financial Statements also include Notes to Basic Financial Statements that explain the information in the Basic Financial Statements and provide more detailed data. Supplemental Information follows and includes combining and individual fund statements.

### **District-wide Statements**

The district-wide financial statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Assets includes all of the District's assets and liabilities. All of the current year's revenues and expenses are accounted for in the Statement of Activities regardless of when cash is received or paid.

The two district-wide statements report the District's net assets, and how they have changed. Net assets - the difference between the District's assets and liabilities - is one way to measure the District's financial health or position.

- Over time, increases or decreases in the District's net assets are an indicator of whether its financial
  position is improving or deteriorating, respectively.
- To assess the District's overall health, one should consider additional non-financial factors such as changes in the District's property tax-base and the condition of school buildings and other facilities.

In the district-wide financial statements, the District's activities are presented as follows:

• Governmental activities: The District's basic services are included here, such as regular and special education, instructional support, transportation, administration, community services, food service and athletics. State aid and property taxes finance most of these activities.

### **Condensed District-Wide Financial Information**

The Statement of Net Assets provides financial information on the District as a whole.

	2008	2007
Assets		
Current assets	\$ 10,102,848	\$ 18,339,760
Net capital assets	44,752,456	37,645,545
Total Assets	54,855,304	55,985,305
Liabilities		
Current liabilities	4,154,501	4,808,261
Long-term liabilities	36,119,835	37,846,443
Total Liabilities	40,274,336	42,654,704
Net Assets		
Invested in capital assets, net of related debt	9,329,591	915,598
Restricted	1,467,726	9,889,378
Unrestricted	3,783,651	2,525,625
Total Net Assets	\$ 14,580,968	\$ 13,330,601

The Statement of Activities presents changes in net assets from operating results:

	2008	2007
Program Revenues		
Charges for services	\$ 1,159,088	\$ 1,050,331
Operating grants	4,836,808	4,470,765
General Revenues		
Property taxes	5,169,103	4,966,795
State school aid, unrestricted	18,523,692	18,366,091
Interest earnings	369,340	1,030,801
Other	241,728	255,249
<b>Total Revenues</b>	30,299,759	30,140,032
Expenses		
Instruction	15,154,095	15,110,924
Supporting services	10,351,111	8,237,703
Community services	322,738	259,464
Food service	929,982	831,445
Athletics	621,204	596,659
Other	136,351	61,833
Interest on long-term debt	1,590,708	1,484,575
Depreciation – unallocated	620,925	265,780
<b>Total Expenses</b>	29,727,114	26,848,383
Increase in net assets	572,645	3,291,649
Net Assets - Beginning of Year (*Restated)	14,008,323_*	10,038,952
Net Assets - End of Year	\$ 14,580,968	\$ 13,330,601

### Financial Analysis of the District as a Whole

The District's financial position is the product of many factors.

The District's total revenues increased .53% to \$30.30 million. Property taxes and unrestricted state aid accounted for most of the District's revenues, contributing about 78 percent of every dollar raised. Another 16 percent came from state and federal aid for specific programs and the remainder from fees charged for services, interest earnings, donations and miscellaneous sources.

The total cost of all programs and services increased 11 percent to \$29.7 million, due to the effect on the District Early Retirement Incentive Program on the prior year's expenses and decreased interest on long-term debt in the current year. The District's expenses are predominantly related to instructing, caring for (pupil services) and transporting students (65 percent). The District's administrative and business activities accounted for 7 percent of

total costs. Operation and maintenance expenses accounted for 6 percent of the total costs. It should be noted that the District absorbed considerable cost increases during the 2008 fiscal year in the areas of utilities, and compensation for employees. The District continued to try and save on retirement expenses by privitizing all non-staff athletic coaches and new non-union daycare employees.

Total revenues surpassed expenses, increasing net assets by \$572,645 over last year, due to conservative budgeting and spending in these unsteady economic times. The district also experienced an unexpected spike in enrollment.

The District has been able to continue to balance the General Fund budget through a series of reductions and cost savings measures. The District was able to maintain current staffing and avoid reduction in personnel through a variety of cost-savings measures, to include:

- Reductions in instructional staff through attrition, due to retiremenets.
- The current trend to reduce costs will continue. The District continues to work with other area districts to create collaborative arrangements whereby districts can become more efficient in a number of areas to include student transportation, purchasing, the use of personnel, delivery of instruction, the use of technology, etc. The District is in the third year of utilizing a single bus run and working collaboratively with other area districts for special education transportation in an effort to reduce costs. The District continues to seek out collaborative efforts with other local districts and the intermediate school district, such as the itinerant project.
- The District has continued to streamline processes and procedures within the District to ensure efficiencies in all areas of operations.

### **Fund Financial Statements**

The *fund financial statements* provide more detailed information about the District's funds, focusing on its most significant or "major" funds - not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs.

The District utilizes two kinds of funds:

- Governmental funds: Most of the District's basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps the reader determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the district-wide statements, additional information following the governmental funds' statements explain the relationship (or differences) between them.
- Fiduciary funds: The District is the trustee, or fiduciary, for assets that belong to others, such as Student Activities Funds. The District is responsible for ensuring that the assets reported in these funds are used only for their intended purposes and by those to whom the assets belong. The District excludes these activities from the district-wide financial statements because it cannot use these assets to finance its operations.

### Financial Analysis of the District's Funds

The District uses funds to record and analyze financial information. Sparta Area School's funds are described as follows:

### **Major Funds**

### General Fund

The General Fund is the District's primary operating fund. The General Fund had total revenues of \$25,796,066, total other financing sources of \$30,000, total expenditures of \$24,307,043, and total other financing uses of \$398,439. It ended the fiscal year with a fund balance of \$4,448,806, up from \$3,328,222 as of June 30, 2007. The increase in fund balance of \$1,120,584 can be related to a number of factors which include:

- Conservative spending practices in all areas of the budget.
- A reasonable increase in state aid.
- A modest rollback in the retirement rate.
- Higher than expected enrollment.

### 2004 Construction Fund

The District issued \$34,410,000 in capital improvement bonds in 2004 to finance the construction of a new high school, which is accounted for in the 2004 Construction Fund. Current year investment earnings totaled \$205,274. Architect fees, construction manager and building and equipment costs totaled \$8,782,835, leaving a remaining fund balance at June 30, 2008 of \$994,395 with which to complete the projects over the next fiscal year.

### **Nonmajor Funds**

### Special Revenue Funds

The District operates two Special Revenue Funds, for the food service and athletic programs. Total revenues and other financing sources were \$1,486,146, with total expenditures and other financing uses of \$1,516,773. The ending fund balance was \$142,210, all of which is attributable to the Food Service Fund.

### **Debt Service Funds**

The District operates seven Debt Service Funds. Total revenues were \$2,708,308 and total other financing sources were \$272,005. Total expenditures were \$2,962,543 and other financing uses were \$0. The ending fund balances in the Debt Service Funds totaled \$230,535.

### Capital Projects Fund

There is one nonmajor Capital Projects Fund, the Building and Site Sinking Fund, incorporated into the financial statements of the District. Total revenues were \$401,857. Total expenditures were \$32 and other financing uses (transfers for debt service payments) totaled \$272,005. The ending fund balance was \$499,973.

### Management's Discussion and Analysis June 30, 2008

### Fiduciary Funds

The Student Activity Fund is operated as an Agency Fund of the District. The assets of this fund are being held for the benefit of the District's students. Balances on hand at June 30, 2008 totaled \$470,491.

### **General Fund Budgetary Highlights**

Over the course of the year, the District revised the annual operating budget two times. These budget amendments fall into the following categories:

- The first amendment took place in March to account for the final student enrollment in the fall, as well as expenditure and revenue increases.
- Final changes made in June for increases in appropriations to prevent budget overruns. There was much
  talk of a proration in the final months of our fiscal year, so we took a more conservative approach to closing the
  year and limited spending.
- Although the District's final budget for the General Fund anticipated expenditures would exceed revenues by \$110,216, the actual results for the year shows a \$1,120,584 increase in fund balance.
- Actual enrollment increased by 25 students over conservative projections.

### **Capital Asset and Debt Administration**

### Capital Assets

By the end of 2008, the District had invested \$55.7 million in a broad range of capital assets, including land and land improvements, school buildings, athletic facilities, computer equipment, school buses, and administrative offices. This amount represents an increase of \$7,520,657 from June 30, 2007, due mainly to the construction in progress on the high school project and the purchase of furniture and equipment. More detailed information about capital assets can be found in Note E in the Notes to Basic Financial Statements.

The net book value of District assets at June 30, 2008 are as follows:

Land	\$ 2,090,675
Construction in progress	3,631,892
Buildings and additions	36,883,107
Furniture and equipment	1,294,265
Vehicles	852,517
Net Capital Assets	\$ 44,752,456

### Long-Term Debt

At year end, the District had \$37.7 million in general obligation bonds and other long-term debt outstanding – a decrease of \$1,529,417 from last year.

• The District continued to pay down its debt, retiring \$1,375,000 of outstanding bonds.

• The District's other obligations include early retirement incentive and accumulated sick leave. We present more detailed information about our long-term liabilities in Note F to the Notes to Basic Financial Statements.

### **Factors Bearing on the District's Future**

At the time these financial statements were prepared and audited, the District was aware of the following existing circumstances that could significantly affect its financial health in the future:

- Enrollment continues to be of some concern to the District. Although we had a slight increase this year, the unsteady economy and reduction of 29,000 students statewide provides caution for continued conservative projections.
- The retirement rate the district must pay on employee salaries continues to be a concern for school districts.
- Rising costs in utilities and fuel costs are a concern as well.
- The economy, not only in the state of Michigan, but the country as a whole, continues to provide great concern for funding.

### **Contacting the District's Financial Management**

This financial report is designed to provide the District's citizens, taxpayers, customers, and investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Superintendent's Office, Sparta Area Schools, 465 S. Union St., Sparta, Michigan 49345.

## BASIC FINANCIAL STATEMENTS

### SPARTA AREA SCHOOLS Statement of Net Assets June 30, 2008

	Governmental Activities
Assets	
Current Assets Cash equivalents, deposits and investments (Note B)	\$ 4,461,987
Taxes receivable (Note C)	28,621
Due from other governmental units (Note C)	3,950,670
Inventory (Note A)	16,163
Prepaid expenses	18,719
Unamortized bond issue costs	1,626,688
<b>Total Current Assets</b>	10,102,848
Noncurrent Assets	
Capital assets (Note E)	55,693,749
Less accumulated depreciation	(10,941,293)
Total Noncurrent Assets	44,752,456
Total Assets	54,855,304
Liabilities	
Current Liabilities	
Accounts payable	371,777
Due to other governmental units	632,823
Accrued interest payable	265,124
Salaries payable	1,123,168
Deferred revenue	3,852
Current portion of long term obligations	1,757,757
Total Current Liabilities	4,154,501
Noncurrent Liabilities (Notes A, F)	
General obligation bonds payable	36,380,000
Durant non-plaintiff bonds payable	464,246
Early retirement incentive	710,288
Accumulated sick leave	117,752
Unamortized bond premium	205,306
Current portion of long-term obligations	(1,757,757)
Total Noncurrent Liabilities	36,119,835
Total Liabilities	40,274,336
Net Assets	
Invested in capital assets, net of related debt	9,329,591
Restricted for:	,
Debt service	(27,627)
Capital projects Unrestricted	1,495,353
Unrestricted	3,783,651
Total Net Assets	\$ 14,580,968

### SPARTA AREA SCHOOLS Statement of Activities For the year ended June 30, 2008

Functions/Programs	Expenses	Program Charges for Services	Revenues Operating Grants	Net (Expense) Revenue and Changes In Net Assets	
<b>Governmental Activities</b>					
Instruction	\$ 15,154,095	\$ 48,061	\$ 3,882,628	\$(11,223,406)	
Supporting services	10,351,111	67,944	510,117	(9,773,050)	
Community services	322,738	405,173	_	82,435	
Food service	929,982	477,579	444,063	(8,340)	
Athletics	621,204	160,331	-	(460,873)	
Other	136,351	-	-	(136,351)	
Interest expense	1,590,708	-	-	(1,590,708)	
Depreciation - unallocated	620,925			(620,925)	
<b>Total Governmental Activities</b>	\$ 29,727,114	\$ 1,159,088 \$ 4,836,808		(23,731,218)	
	General Revenues  Taxes:  Property taxes, levied for general operations				
Property taxes, levied for debt service					
	Property taxes, levied for capital improvements			383,113	
	State school aid			18,523,692	
		estment earning	8	369,340	
	Other			241,728	
	Total Ge	neral Revenues		24,303,863	
	Change i	in Net Assets		572,645	
Net Assets - Beginning of Year, Original					
	Adjustment of Net Capital Assets				
	Net Assets - Beginning of Year, Restated				
	Net Assets - End	of Year		\$ 14,580,968	

### SPARTA AREA SCHOOLS Balance Sheet Governmental Funds June 30, 2008

	General	Co	2004 onstruction	 Nonmajor	Total
Assets					
Cash equivalents, deposits and investments (Note B) Taxes receivable (Note C) Due from other funds (Note D) Due from other governmental units (Note C) Inventory (Note A) Prepaid expenditures	\$2,612,145 20,675 - 3,944,959 758 18,719	\$	994,395 - - - - - -	\$ 855,447 7,946 455 5,711 15,405	\$ 4,461,987 28,621 455 3,950,670 16,163 18,719
<b>Total Assets</b>	\$6,597,256	\$	994,395	\$ 884,964	\$ 8,476,615
Liabilities and Fund Balances					
Accounts payable	\$ 371,329	\$	-	\$ 448	\$ 371,777
Due to other funds (Note D)  Due to other governmental units	455 632,823		-	-	455 632,823
Salaries payable	1,123,168		-	-	1,123,168
Deferred revenue	20,675		-	 11,798	32,473
Total Liabilities	2,148,450			12,246	2,160,696
Fund Balances Reserved for: Debt service Capital outlay	- -		- 994,395	230,535 499,973	230,535 1,494,368
Unreserved: Undesignated, reported in: General fund Special revenue funds	4,448,806		- -	142,210	4,448,806 142,210
<b>Total Fund Balances</b>	4,448,806		994,395	 872,718	6,315,919
<b>Total Liabilities and Fund Balances</b>	\$6,597,256	\$	994,395	\$ 884,964	\$ 8,476,615

### Reconciliation of Total Governmental Fund Balances to Net Assets of Governmental Activities June 30, 2008

Total governmental fund balances		\$	6,315,919
Amounts reported for governmental activities in the Statement of Net Assets are different because:			
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of assets is \$55,693,749			
and accumulated depreciation is \$10,941,293.		4	4,752,456
Net bond premium and refunding and issuance costs are not expensed but are amortized over the life of the new bond issue.			1,421,382
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds. Long-term liabilities at year end consist of:			
General obligation bonds Durant non-plaintiff bonds \$(3)	36,380,000) (464,246)		
Early retirement incentive Accumulated sick leave	(710,288) (117,752)	(3	37,672,286)
Accrued interest is not included as a liability in governmental funds.			(265,124)
Deferred revenue recognized as revenue in the full accrual statements: Property taxes			28,621
Total net assets - governmental activities		\$ 1	4,580,968

## SPARTA AREA SCHOOLS Statement of Revenues, Expenditures and Changes in Fund Balances Governmental Funds For the year ended June 30, 2008

	General	2004 Construction	Nonmajor	Total
Revenues Local sources State sources Federal sources Interdistrict sources	\$ 2,879,629 19,895,442 1,275,168 1,745,827	\$ 205,274 - - -	\$ 3,753,809 50,801 393,262	\$ 6,838,712 19,946,243 1,668,430 1,745,827
<b>Total Revenues</b>	25,796,066	205,274	4,197,872	30,199,212
Expenditures Current: Instruction Supporting services Community services Food service Athletics Capital outlay Debt service: Principal repayment Interest and fiscal charges Interdistrict	15,247,637 8,722,444 322,738 - - - 14,224	8,782,835 - -	928,003 558,770 32 1,375,000 1,587,543	15,247,637 8,722,444 322,738 928,003 558,770 8,782,867 1,375,000 1,587,543 14,224
Total Expenditures	24,307,043	8,782,835	4,449,348	37,539,226
Excess (Deficiency) of Revenues Over Expenditures	1,489,023	(8,577,561)	(251,476)	(7,340,014)
Other Financing Sources (Uses) Transfers in Transfers out	30,000 (398,439)		670,444 (302,005)	700,444 (700,444)
<b>Total Other Financing Sources (Uses)</b>	(368,439)		368,439	
<b>Net Change in Fund Balances</b>	1,120,584	(8,577,561)	116,963	(7,340,014)
Fund Balances, Beginning of Year	3,328,222	9,571,956	755,755	13,655,933
Fund Balances, End of Year	\$4,448,806	\$ 994,395	\$ 872,718	\$6,315,919

# Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities For the year ended June 30, 2008

	Net change in	fund	balances - total	l governmental	funds
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\$ (7,340,014)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of these assets is capitalized and the cost is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period:

Capital outlays	\$ 7,530,316	
Depreciation expense	(1,101,127)	6,429,189

As some delinquent personal property taxes will not be collected for several years after the District's fiscal year ends, they are not considered "available" revenues in the governmental funds, and are instead counted as deferred tax revenues. They are, however, recorded as revenues in the Statement of Activities.

18,804

Net bond refunding costs are amortized over the life of the new bond issue on the Statement of Activities.

(67.916)

Repayment of bond principal is an expenditure in the governmental funds, but it reduces long-term liabilities in the Statement of Net Assets and does not affect the Statement of Activities:

Repayment of bonds 1,375,000

Interest on long-term liabilities in the Statement of Activities differs from the amount reported on the governmental funds because interest is recorded as an expenditure in the funds when it is due and paid, and thus requires the use of current financial resources. In the Statement of Activities however, interest expense is recognized as the interest accrues regardless of when it is paid.

3,165

In the Statement of Net Assets, early retirement incentive and accumulated sick leave are measured by the amounts earned during the year. In the governmental funds, however, expenditures are measured by the amount of financial resources used (essentially, the amounts actually paid). This year the amount of these benefits used/paid (\$376,134) exceeded the amounts earned (\$221,717).

154,417

Total change in net assets - governmental activities

\$ 572,645

### **General Fund**

## Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual For the year ended June 30, 2008

	Budgeted Original	Amounts Final	Actual	Variance With Final Budget - Positive (Negative)
Revenues	Original	Tillal	Actual	(Negative)
Local sources	\$2,753,860	\$ 2,879,151	\$ 2,879,629	\$ 478
State sources	18,597,670	19,846,802	19,895,442	48,640
Federal sources		1,297,807		· ·
	1,146,648	, ,	1,275,168	(22,639)
Interdistrict sources	2,048,720	1,610,519	1,745,827	135,308
<b>Total Revenues</b>	24,546,898	25,634,279	25,796,066	161,787
Expenditures				
Current:				
Instruction:	11 605 500	11 776 476	11 640 006	126 200
Basic programs	11,695,522	11,776,476	11,640,096	136,380
Added needs	3,394,224	3,506,639	3,359,397	147,242
Adult education services	258,509	274,328	248,144	26,184
Supporting services:	1 005 025	1.766.250	1 601 060	7.4.400
Pupil services	1,805,937	1,766,350	1,691,860	74,490
Instructional staff services	693,337	809,851	779,360	30,491
General administrative services	469,353	510,740	489,615	21,125
School administrative services	1,532,370	1,575,639	1,519,032	56,607
Business services	345,805	402,250	391,254	10,996
Operation and maintenance services	1,702,719	1,736,347	1,614,431	121,916
Pupil transportation services	1,698,966	1,917,220	1,782,240	134,980
Central services	480,901	477,554	454,652	22,902
Community services	251,743	346,649	322,738	23,911
Interdistrict	28,937	15,721	14,224	1,497
Other		1,879		1,879
<b>Total Expenditures</b>	24,358,323	25,117,643	24,307,043	810,600
<b>Excess Of Revenues Over</b>				
Expenditures	188,575	516,636	1,489,023	972,387
Other Financing Sources (Uses)				
Transfers in	30,000	30,000	30,000	
	(414,094)	· ·	·	37,981
Transfers out	(414,094)	(436,420)	(398,439)	37,961
<b>Total Other Financing Sources (Uses)</b>	(384,094)	(406,420)	(368,439)	37,981
<b>Net Change in Fund Balances</b>	(195,519)	110,216	1,120,584	1,010,368
Fund Balances, July 1	3,328,222	3,328,222	3,328,222	
Fund Balances, June 30	\$ 3,132,703	\$ 3,438,438	\$ 4,448,806	\$ 1,010,368

## Fiduciary Fund Statement of Fiduciary Assets and Liabilities June 30, 2008

Assets	
Cash equivalents, deposits and investments (Note B)	\$ 470,491
Liabilities	
Due to student groups	\$ 470,491

### NOTES TO BASIC FINANCIAL STATEMENTS

### Note A – Summary of Significant Accounting Policies

Sparta Area Schools was organized under the School Code of the State of Michigan and services a population of approximately 2,855 students. The District is governed by an elected Board of Education consisting of seven members and administered by a Superintendent who is appointed by the aforementioned Board. The District provides a comprehensive range of educational services as specified by state statute and Board of Education policy. These services include elementary education, secondary education, pre-school programs, athletic activities, special education, community services and general administrative services. The Board of Education also has broad financial responsibilities, including the approval of the annual budget and the establishment of a system of accounting and budgetary controls.

The financial statements of Sparta Area Schools (the "District") have been prepared in conformity with accounting principles generally accepted in the United States of America as applicable to school districts. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The more significant of the District's accounting policies are described below.

### 1. Reporting Entity

The financial reporting entity consists of a primary government and its component units. The District is a primary government because it is a special-purpose government that has a separately elected governing body, is legally separate and is fiscally independent of other state or local governments. Furthermore, there are no component units combined with the District for financial statement presentation purposes, and the District is not included in any other governmental reporting entity. Consequently, the District's financial statements include the funds of those organizational entities for which its elected governing board is financially accountable.

### 2. District-Wide and Fund Financial Statements

<u>District-Wide Financial Statements</u> - The district-wide financial statements (i.e., the Statement of Net Assets and the Statement of Activities) present financial information about the District as a whole. The reported information includes all of the nonfiduciary activities of the District. The District does not allocate indirect costs and, for the most part, the effect of interfund activity has been removed. These statements are to distinguish between the *governmental* and *business-type activities* of the District. *Governmental activities* normally are supported by taxes and intergovernmental revenues, and are reported separately from *business-type* activities, which rely to a significant extent on fees and charges for support. The District does not have any business-type activities.

The Statement of Net Assets is presented on the classified basis and is reported on the full accrual, economic resource basis, which recognizes all long-term assets as well as all long-term debt and obligations. The District's net assets are reported in three parts: invested in capital assets, net of related debt; restricted net assets, and unrestricted net assets.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services

or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Property taxes, unrestricted state aid, interest earnings and other items not included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental and fiduciary funds, even though the latter are excluded from the government wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements. The General Fund and the 2004 Construction Capital Projects Fund are the District's major funds. Non-major funds are aggregated and presented in a single column.

**Fund Financial Statements** – Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Fund level statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances. The Balance Sheet reports current assets, current liabilities and fund balances. The Statement of Revenues, Expenditures and Changes in Fund Balances reports on the sources and uses of current financial resources. This differs from the economic resources measurement focus used to report at the district-wide level. Reconciliations between the two sets of statements are provided in separate statements.

Revenues are recognized when susceptible to accrual; i.e., both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days after the end of the current fiscal period. Expenditures are generally recorded when the liability is incurred, if they are paid within 60 days after the end of the current fiscal period. The exception to this general rule is that principal and interest on long-term debt is recognized when due.

Revenues susceptible to accrual are property taxes, state aid, federal and interdistrict revenues and investment income. Other revenues are recognized when received. Deferred revenue arises when a potential revenue does not meet both the measurable and available criteria for recognition in the current period. Deferred revenue also arises when resources are received by the District before it has a legal claim to them, as when grant monies are received prior to the incurrence of the qualifying expenditures.

### 3. Measurement Focus, Basis of Accounting and Financial Statement Presentation

District-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as is the fiduciary fund financial statement. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the grantor or provider have been met.

The State of Michigan utilizes a foundation allowance approach, which provides for a specific annual amount of revenue per student based on a state-wide formula. The foundation allowance is funded from a combination of state and local sources. Revenues from state sources are primarily governed by the School Aid Act and the School Code of Michigan. The State portion of the foundation is provided from the State's School Aid Fund and is recognized as revenues in accordance with state law and accounting principles generally accepted in the United States of America.

### **Governmental Funds**

Governmental funds are those funds through which most school district functions typically are financed. The acquisition, use, and balances of a school district's expendable financial resources and the related current liabilities are accounted for through governmental funds.

General Fund—The General Fund is the general operating fund of a school district. It is used to account for all financial resources, except those required to be accounted for in another fund. Included are all transactions related to the current operating budget.

*Special Revenue Funds*—Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted to expenditures for specified purposes.

School Service Funds—School Service Funds are used to segregate, for administrative purposes, the transactions of a particular activity from regular revenue and expenditure accounts. A school district maintains full control of these funds. The School Service Funds maintained by the District are the Food Service and Athletics Funds.

Debt Service Funds—Debt Service Funds are used to account for the accumulation of resources for, and the payment of, long-term debt (bonds, notes, loans, leases and school bond loan) principal, interest, and related costs.

Capital Projects Funds—Capital Projects Funds are used to record bond proceeds, property tax revenues or other revenues and the disbursement of monies specifically designated for acquiring new school sites, buildings, equipment and for major remodeling and repairs. The funds are retained until the purpose for which the funds were created has been accomplished.

The Capital Projects Funds include capital project activities funded with bonds issued after May 1, 1994. For these capital projects, the District has complied with the applicable provisions of Section 1351a of the State of Michigan's School Code. For capital project activities funded with sinking fund millage, the District has complied with the applicable provisions of Section 1212 (I) of the Revised School Code and the State of Michigan Department of Treasury Letter No. 01-95.

### **Fiduciary Funds**

Fiduciary Funds are used to account for assets held by a school district in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. Fiduciary Fund net assets and results of operations are not included in the district-wide financial statements. Fiduciary funds are reported using the economic resources measurement focus.

Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The District presently maintains a Student Activities Fund to record the transactions of student groups for school and school related purposes. The funds are segregated and held in trust for the students.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the district-wide and fiduciary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted as they are needed.

### 4. Budgets and Budgetary Accounting

State of Michigan Public Act 621 (the Uniform Budgetary and Accounting Act) requires that the General Fund of a school district be under budgetary control and that both budgeted and actual financial results do not incur a deficit. Sparta Area Schools has also adopted budgets for its Special Revenue Funds. A school district's General Appropriations Act (the "budget") must be adopted before the beginning of each fiscal year. No violations (dollar deviations) from a district's budget may occur without a corresponding amendment to the budget. A school district has the ability to amend the budget provided that the amendment is prior to the occurrence of the deviation and prior to the fiscal year-end. A school district may also permit the chief administrative or fiscal officer to execute transfers between line items, within defined dollar or percentage limits, without prior approval of the Board of Education. Expenditures may not legally exceed budgeted appropriations at the function level. All appropriations lapse at the end of the fiscal year.

Sparta Area Schools utilizes the following procedures in establishing the budgetary data reflected in the financial statements:

- Starting in the spring, District administrative personnel and department heads work with the Superintendent to establish proposed operating budgets for the fiscal year commencing the following July 1.
- In June, preliminary operating budgets are submitted to the Board of Education. These budgets include proposed expenditures and the means of financing them.
- Prior to June 30, a public hearing is held to obtain taxpayer comments on the proposed budgets.
- After the budgets are finalized, the Board of Education adopts an appropriations resolution setting forth the amount of the proposed expenditures and the sources of revenue to finance them.
- The original General and Special Revenue Funds budgets were amended during the year in compliance with State of Michigan Public Act 621 (the Uniform Budgetary and Accounting Act).
- Budgets for the General and Special Revenue Funds were adopted on the modified accrual basis of accounting, which is consistent with generally accepted accounting principles.

### 5. Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budget integration in the governmental funds. There were no substantial encumbrances outstanding at year end.

### 6. Investments

Investments are recorded at fair value, based on quoted market prices, or estimated fair value. Investment income is composed of interest and net changes in the fair value of applicable investments.

### 7. Inventory

Inventories are valued at cost (first-in, first-out). Inventories of the General Fund consist of teaching and custodial supplies. Inventories of the Food Service Fund consist of food, unused commodities and other nonperishable supplies. Disbursements for inventory-type items are recorded as expenditures at the time of use for each fund.

### 8. Capital Assets

Capital assets, which include land, land improvements, buildings, vehicles and furniture and equipment, are reported in the district-wide financial statements. Assets having a useful life in excess of one year and whose costs exceed \$5,000 are capitalized. Capital assets are stated at historical cost or estimated historical cost where actual cost information is not available. Donated capital assets are stated at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of an asset or materially extend an asset's useful life are not capitalized. Improvements are capitalized and depreciated over the remaining useful life of the related assets.

Land improvements, buildings and additions, vehicles and furniture and equipment are depreciated using the straight-line method over the following estimated useful lives:

Land improvements	10-20 years
Buildings and additions	40-50 years
Vehicles	5-10 years
Furniture and equipment	3-10 years

### 9. Long-Term Obligations

In the district-wide financial statements, long-term debt and other long-term obligations are reported as liabilities on the Statement of Net Assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds. Bonds payable are reported at the total amount of bonds issued.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuance are reported as other financing sources while discounts on debt issuance are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

### 10. Early Retirement Incentive/Accumulated Sick Leave

Early retirement incentive and accumulated sick leave at June 30, 2008 has been computed and recorded in the basic financial statements of the District. Eligible District employees who select early retirement are entitled to a termination leave payment based on their age and years of service. Employees who leave the District are also entitled to reimbursement for a portion of their unused sick days. At June 30, 2008, the accumulated liabilities, including salary related payments, (expected to be financed by General Fund revenues) for early retirement incentive and accumulated sick leave amounted to \$710,288 and \$117,752, respectively.

### 11. Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for expenditures or are legally segregated for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

### 12. Interfund Activity

Flows of cash from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers between governmental funds are eliminated in the Statement of Activities. Interfund transfers in the fund financial statements are reported as other financing sources/uses.

### 13. Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

### Note B – Cash Equivalents, Deposits and Investments

The State of Michigan allows a political subdivision to authorize its Treasurer or other chief fiscal officer to invest surplus funds belonging to and under the control of the entity as follows:

- Bonds, bills, or notes of the United States; obligations, the principal and interest of which are fully guaranteed by the United States; or obligations of the State.
- Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but
  only if the financial institution is a state or nationally charted bank or a state or federally chartered savings
  and loan association, savings bank, or credit union whose deposits are insured by an agency of the United
  States government and that maintains a principal office or branch office located in this State under the laws of
  this State or the United States.
- Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of the purchase.
- Securities issued or guaranteed by agencies or instrumentalities of the United States government.
- United States government or Federal agency obligation repurchase agreements.
- Banker's acceptances issued by a bank that is a member of the Federal Deposit Insurance Corporation.
- Mutual funds composed entirely of investment vehicles which are legal for direct investment by a school district in Michigan.
- Investment pools, as authorized by the surplus funds investment pool act, Act No. 367 of the Public Acts of 1982, being sections 129.11 to 129.118 of the Michigan Compiled Laws, composed entirely of instruments that are legal for direct investment by a school district in Michigan.

Balances at June 30, 2008 related to cash equivalents, deposits and Statements as follows:	l investr	nents are detailed	in the Basic Financia
Statement of Net Assets: Governmental activities		\$ 4,461,987	
Fiduciary Funds: Agency Fund		470,491	-
		\$ 4,932,478	=
Cash Equivalents			
Depositories actively used by the District during the year are detail	led as fo	llows:	
1. Choice One Bank			
Cash equivalents consist of bank public funds checking accounts.			
Balances at June 30, 2008 related to cash equivalents are detailed i	n the Ba	sic Financial State	ements as follows:
Governmental Funds Fiduciary Funds	\$	2,904,914 470,491	
	\$	3,375,405	
Custodial credit risk Custodial credit risk is the risk that in the event of bank failure, th District. Protection of District cash equivalents is provided by t year end, the carrying amount of the District's cash equivalents and was \$3,819,372. Of the bank balance, \$330,318 was covered by for uninsured.	he Fede d deposi	ral Deposit Insurats was \$3,375,405	ance Corporation. A and the bank balanc
Investments			
As of June 30, 2008 the District had the following investments:			
Investment Pool Accounts: Michigan Liquid Asset Fund		• Value .557,073	

### Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a failure of the counterparty, the District may not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The District minimizes custodial credit risk by limiting investments to the types of securities allowed by law.

#### Credit Risk

The District invests in the Michigan Liquid Asset Fund and Investment Pool, which is unrated.

### Interest Rate Risk

The District minimizes interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market, and, investing operating funds primarily in shorter-term securities, liquid asset funds, money market funds, or similar investment pools and limiting the average maturity in accordance with the District's cash requirements.

### Concentration of Credit Risk

The District's investment policy places no restrictions on the amount or percentage that may be invested in any one type of security.

### Foreign Currency Risk

The District in not authorized to invest in investments which have this type of risk.

### **Note C – State School Aid/Property Taxes**

On March 15, 1994, the voters of the State of Michigan approved Proposal A, which increased the State Sales and Use Tax rates from 4% to 6% and established a State Education Tax at a rate of 6 mills on all property, except that which is exempt by law from ad valorem property taxes, and dedicated the additional revenues generated to Michigan school districts. The amount of 2007 ad valorem State Education Taxes generated within the Sparta Area School District, and paid to the State of Michigan, totaled \$2,647,137.

These additional State revenues pass through to Michigan school districts in the form of a per pupil "Foundation Allowance" paid on a "blended count" of District pupil membership in February, 2007 and September, 2007. The 2007-08 "Foundation Allowance" for Sparta Area Schools was \$7,204 for 2,822 "Full Time Equivalent" students, generating \$19,384,899 in state aid payments to the District, of which \$3,518,958 was paid to the District in July and August, 2008 and included in "Due From Other Governmental Units" of the General and Food Service Special Revenue Funds of the District.

Property taxes for the District are levied July 1 and December 1 (the tax lien dates) under a split-levy system by the Townships of Algoma, Alpine, Sparta, Tyrone, Chester and Wright and the Village of Sparta, and are due 75 days after the levy date. The taxes are then collected by each governmental unit and remitted to the District. The County of Kent, through its Delinquent Tax Revolving Fund, advances all delinquent real property taxes at March 1 to the District each year prior to June 30. Delinquent personal property taxes receivable are detailed as follows:

Tax Year	General	Debt Service	Building and Site	Total
2007	\$ 16,158	\$ 5,387	\$ 769	\$ 22,314
2006	3,855	1,345	185	5,385
2005	662	229	31	922
	\$ 20,675	\$ 6,961	\$ 985	\$ 28,621

Taxes receivable are offset by deferred revenue in the General, Debt Service and Building and Site Funds of the District. Taxes uncollected after three years from the date of levy are written off the books of the District.

Section 1211(1) of 1993 PA 312 states that beginning in 1994, the board of a school district shall levy not more than 18 mills, if approved by voters, for school operating purposes, or the number of mills levied in 1993, whichever is less, on non-homestead property only, in order to be eligible to receive funds under the State School Aid Act of 1979. After 1996, electors may approve a 3 mill "Local Enhancement Millage" which must be shared between all local districts in each respective county intermediate district.

Sparta Area Schools' electors previously approved a five year operating millage extension in May 2005 for the 18 mill non-homestead property tax.

The District levied 6 mills in 2007 for debt service purposes and .8552 mills for the building and site (sinking) fund, applied on all taxable property in the District.

Taxable property in the District is assessed initially at 50% of true cash value by the assessing officials of the various units of government that comprise the District. These valuations are then equalized by the county and finally by the State of Michigan, generating the State Equalized Valuation. Taxable valuation increases will be limited, or capped (known as capped valuation), at 5% or the rate of inflation, whichever is less. With the implementation of Proposal A, taxable property is now divided into two categories: homestead and non-homestead.

Homestead property is exempt from the 18 mill "School Operating" tax. It is not exempt from the 6 mill "State Education" tax, any voted "Local Enhancement Millage", nor any additional voted millage for the retirement of debt.

Non-homestead property is considered to be all property not qualifying for a homestead exemption, which includes all commercial and industrial property. Non-homestead property is subject to all District levies.

Two moforms Out

### Note D – Interfund Transfers/Receivables

Transfers between funds during the year ended June 30, 2008 were as follows:

	1 ransiers in	Transfers Out
General Fund Special Revenue Funds:		
Food Service Fund	\$ 30,000	\$
Athletics Fund	_	398,439
Total General Fund	30,000	398,439

	Transfers In	Transfers Out
Special Revenue Funds		
Food Service Fund:		
General Fund	\$	\$ 30,000
Athletics Fund:		
General Fund	398,439	_
Total Special Revenue Funds	398,439	30,000
Debt Service Funds		
2000 Debt Service Fund:		
Capital Projects Fund:		
Building & Site Fund	146,619	_
2001 Debt Service Fund:		
Capital Projects Fund:		
Building & Site Fund	125,386	
Total Debt Service Funds	272,005	_
Capital Projects Funds		
Building and Site Fund:		
2000 Debt Service Fund	_	146,619
2001 Debt Service Fund		125,386
Total Capital Projects Funds	_	272,005
Total All Funds	\$ 700,444	\$ 700,444

The Food Service Fund transfer to the General Fund was made to allocate indirect costs for the fiscal year. The General Fund transfer to the Athletic fund was made to pay the General Fund's share of support for the athletic program for the fiscal year. The Building and Site Fund transfers to the Debt Service Funds were made to pay scheduled debt service principal and interest payments due in the fiscal year.

The \$455 due from the General Fund to the Building and Site Fund was for reimbursement of 2007-08 expenditures.

### Note E – Capital Assets

Capital asset activity for the year ended June 30, 2008 was as follows:

			Restated			
	<b>Balances</b>	Restated/	<b>Balances</b>			<b>Balances</b>
_	June 30, 2007	Reclassified	July 01, 2007	Additions	<b>Deductions</b>	June 30, 2008
Capital assets, not depreciated:						
Land	\$ 2,078,206	\$ —	\$ 2,078,206	\$ 12,469	\$ —	\$ 2,090,675
Construction in progress	26,741,487		26,741,487	3,631,892	26,741,487	3,631,892
Capital assets, being depreciated:						
Land improvements	1,025,705	(1,025,705)		_		_
Buildings and additions	15,059,064	682,048	15,741,112	29,344,708		45,085,820
Furniture and equipment	1,011,352	333,998	1,345,350	1,113,212		2,458,562
Vehicles	2,257,278		2,257,278	169,522		2,426,800
•						
Totals at historical cost*	\$48,173,092	\$ (9,659)	\$48,163,433	\$34,271,803	\$26,741,487	\$ 55,693,749
Less accumulated depreciation for:						•
Land improvements	\$ 607,693	\$ (607,693)	\$ —	\$ —	\$ —	\$ —
Buildings and additions	7,544,756	(71,455)	7,473,301	729,412		8,202,713
Furniture and equipment	902,342	(8,233)	894,109	270,188		1,164,297
Vehicles	1,472,756		1,472,756	101,527		1,574,283
•						
Total accumulated						
depreciation:*	10,527,547	(687,381)	9,840,166	\$ 1,101,127	\$ —	10,941,293
-				•		<u> </u>
Net Capital Assets	\$37,645,545	\$ 677,722	\$38,323,267			\$ 44,752,456
_						

<sup>\*</sup>Capital assets and accumulated depreciation were restated at July 1, 2007, based on an updated physical inventory.

Depreciation expense was charged to District activities as follows:

Governmental activities:	
Instruction	\$ 5,726
Supporting services	409,399
Food service	2,643
Athletics	62,434
Unallocated	620,925
	\$ 1,101,127

Note F – Long-term Debt

Amounts available and to be provided for outstanding long-term debt at June 30, 2008 are summarized as follows:

	General Obligation Bonds		gation Non-plaintiff		Early Retirement Incentive		Accumulated Sick Leave		Total	
<b>Amount Available For Retirement</b>										
Of Long-Term Debt										
Debt Service Funds	\$	230,535	\$	_	\$		\$	_	\$	230,535
Amounts To Be Provided For Retirement Of Long-Term Debt										
State of Michigan				464,246						464,246
General Fund		_		_		710,288		117,752		828,040
Debt Service Funds	3	6,149,465							36	,149,465
Total Amounts Available and To Be Provided	\$3	6,380,000	\$	464,246	\$	710,288	\$	117,752	\$ 37	,672,286

Changes in long-term debt for the year ended June 30, 2008 are summarized as follows:

		Debt Outstanding July 1, 2007		Debt Added		Debt Retired		Debt Outstanding June 30, 2008	
General obligation bonds:									
May 1, 2000	\$	395,000	\$		\$	125,000	\$	270,000	
May 1, 2001		345,000				110,000		235,000	
March 24, 2003		1,630,000		_		805,000		825,000	
July 14, 2004		15,425,000				300,000		15,125,000	
December 28, 2006		9,960,000		_				9,960,000	
February 6, 2007		10,000,000				35,000		9,965,000	
Durant non-plaintiff bonds:									
November 13, 1998		464,246						464,246	
Early retirement incentive		848,228		199,682		337,622		710,288	
Accumulated sick leave		134,229		22,035		38,512		117,752	
	\$_	39,201,703	\$	221,717	\$	1,751,134	\$	37,672,286	

Long-term bonds outstanding at June 30, 2008 are comprised of the following:

	Final Maturity	Interest	Outstanding	Amount Due Within
	Dates	Rates	Balance	One Year
General Obligation Bonds				
\$1,100M Building and Site May 1, 2000:				
Annual maturities of \$130M to \$140M	May 1, 2010	5.40 - 5.50	\$ 270,000	\$ 130,000
\$900M Building and Site May 1, 2001:				
Annual maturities of \$115M to \$120M	May 1, 2010	4.40 - 4.50	235,000	115,000
\$4,815M Refunding March 24, 2003:				
Annual maturities of \$825M	May 1, 2009	3.00	825,000	825,000
\$34,410M Building & Site July 14, 2004:				
Annual maturities of \$200M to \$1,575M	May 1, 2022	3.25 - 5.00	15,125,000	350,000
\$10,000M Refunding December 28, 2006:				
Annual maturities of \$30M to \$2,100M	May 1, 2030	4.00 - 4.125	9,960,000	
\$10,000M Refunding February 6, 2007:				
Annual maturities of \$30M to \$1,830M	May 1, 2026	4.00 - 5.00	9,965,000	40,000
<b>Durant Non-plaintiff Bonds</b>				
\$43 -\$268M School Improvement November 13,	, 1998:			
Annual maturities of \$43,757 to 269,463	May 15, 2013	4.761353	464,246	43,757
			\$ 36,844,246	\$ 1,503,757

The annual requirements to pay principal and interest on long-term bonds outstanding are as follows:

Year Ended June 30	Principal	Interest	Total
2009	\$ 1,503,757	\$ 1,555,501	\$ 3,059,258
2010	1,644,463	1,644,339	3,288,802
2011	1,213,021	1,449,105	2,662,126
2012	1,270,305	1,403,030	2,673,335
2013	1,322,700	1,351,835	2,674,535
2014	1,320,000	1,298,076	2,618,076
2015	1,385,000	1,241,639	2,626,639
2016	1,455,000	1,172,689	2,627,689
2017	1,525,000	1,100,388	2,625,388
2018	1,580,000	1,024,588	2,604,588
2019	1,635,000	946,638	2,581,638
2020	1,690,000	865,989	2,555,989
2021	1,740,000	782,639	2,522,639
2022	1,780,000	711,039	2,491,039
2023	1,820,000	639,839	2,459,839

Year Ended June 30	Principal	Interest	Total
2024	\$ 1,855,000	\$ 567,039	\$ 2,422,039
2025	1,895,000	492,839	2,387,839
2026	1,945,000	417,039	2,362,039
2027	2,010,000	338,418	2,348,418
2028	2,070,000	258,019	2,328,019
2029	2,100,000	172,631	2,272,631
2030	2,085,000	86,006	2,171,006
	\$ 36,844,246	\$ 19,524,326	\$ 56,368,572

On December 28, 2006 and February 6, 2007 the District issued \$20,000,000 in general obligation bonds to advance refund \$18,450,000 of outstanding 2004 serial bonds. Under the terms of these agreements, these securities, together with interest earned to maturity, will be sufficient to pay all principal and interest as it becomes due. This procedure relieves the District from being primarily liable for the debt and the District is virtually assured of not being required to make further payments with respect to the debt. These funds cannot be commingled with other funds and cannot be redeemed prior to maturity. Any excess funds will be returned to the District upon final payment of principal and interest (scheduled to be May 1, 2014). This defeasance procedure allows the District to remove the assets and liabilities from its financial statements, which it has done for the fiscal year ended June 30, 2008. The assets, now held by the escrow agent to be used for the remaining principal and interest due of \$24,446,250 on the defeased debt at June 30, 2008 are detailed in the following schedule:

	Cost	Market Value	Par Value
U.S Government Securities	\$ 19,410,758	\$ 19,410,758	\$ 19,410,758

### Note G – Retirement Plan

Substantially all District employees participate in the Michigan Public School Employees' Retirement System (MPSERS), a statewide, cost sharing, multiple employer defined benefit public employee retirement system governed by the State of Michigan. The District's payroll for employees covered by MPSERS for the year ended June 30, 2008 was \$13,389,519. A Basic Plan member may retire at age 55 with 30 or more years of credited service or at age 60 with 10 or more years of credited service. The annual retirement benefit, payable monthly for life, is equal to 1½ percent of a member's final average compensation multiplied by his/her number of years of credited service. Final average compensation is the employee's average salary over the last 5 years of credited service. Vested employees may retire at or after age 55 with 15 years of service and receive reduced retirement benefits.

Prior to January 1, 1990, participating employees could elect coverage under either the noncontributory Basic Plan or the contributory Member Investment Plan-Fixed (MIP-Fixed). Effective January 1, 1990, all new employees are automatically enrolled in the MIP-Graded Plan. Participants in the MIP-Fixed or MIP-Graded Plans receive benefits in addition to those available under the Basic Plan. The contribution rate for MIP-Fixed participants is 3.9% of salary. The contribution rate for MIP-Graded participants is a graduated rate based on total wages: calculated at 3% of the first \$5,000; 3.6% of the next \$10,000; and 4.3% of all wages over \$15,000. All MIP members may retire at age 46 with 30 years of service; at age 60 with 5 years of service; at age 60 with 5 years of service (with stipulations); or at age 60 with 5 years of service (with stipulations). Benefits are based on a final average compensation period of 5 years for Basic Plan participants and 3 years for Member Investment Plan participants.

School districts in the State of Michigan are required to contribute at a rate, annually determined by the State of Michigan, of covered employees' compensation to the MPSERS plan. The contribution rate was 17.74% for the fiscal year ending September 30, 2007 and 16.72% for the fiscal year beginning October 1, 2007. The District's contributions to the plan for the fiscal years ended June 30, 2008, 2007 and 2006 were \$2,258,576, \$2,376,072, and \$2,257,312, respectively.

The "actuarial accrued liability" is a standardized disclosure method of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure, which is the actuarial present value of credited projected benefits, is intended to help users assess the MPSERS' funding status on a going concern basis, assess progress made in accumulating sufficient assets to pay benefits when due and make comparisons among public employee retirement systems and employers.

The MPSERS does not make separate measurements of assets and actuarial accrued liability for individual schools, instead using the aggregate actuarial cost method. The actuarial accrued liability at September 30, 2006 (the latest reporting date available expressed as \$ in millions) for retirement benefits for the MPSERS as a whole, determined through an actuarial valuation performed as of that date, was \$49,136. Net assets available for retirement benefits on that date were \$42,995 leaving an unfunded actuarial accrued liability of \$6,141. The total unfunded actuarial accrued liability decreased by \$3,102 from September 30, 2005 to September 30, 2006. At September 30, 2006 the funded ratio of actuarial accrued liability was 87.5%; covered payroll totaled \$9,806, and unfunded actuarial accrued liability was 62.6% of covered payroll.

Post-employment benefits for health, dental, and vision insurance are available at retirement through the MPSERS. Retirees contribute an amount equivalent to the monthly cost for Part B Medicare and 10 percent of the monthly premium amount for the health, dental and vision coverage. Required contributions for post-employment health care benefits are included as part of the District's total contribution to the MPSERS as discussed above. At September 30, 2006, the actuarial accrued liability for post-employment insurance benefits for the MPSERS as a whole (expressed as \$ in millions) was \$25,387. The MPSERS net assets available for these benefits were \$630 leaving an unfunded actuarial accrued liability of \$24,757. This is the first year of reporting this liability, which is now required to be disclosed in compliance with Governmental Accounting Standards Board (GASB) Statement No. 43. At September 30, 2006 the funded ratio of actuarial liability was 2.5%; covered payroll totaled \$9,806, and unfunded actuarial liability was 252.5% of covered payroll.

Ten year historical trend information showing the MPSERS' progress in accumulating sufficient assets to pay benefits when due is presented in the September 30, 2007 Annual Report of the MPSERS, which may be obtained by contacting the System at P.O. Box 30171, Lansing, Michigan 48909-7671.

### Note H – Risk Management and Benefits

The District is a member of the West Michigan Risk Management Trust, a self-insurance program with districts pooling together to insure property, liability and auto exposure. Premiums from members of the Trust are determined through standard underwriting procedures. The members of the Trust have contributed amounts sufficient to fund individual and aggregate losses up to \$250,000 and \$1,175,000, respectively, on an annual basis. Excess insurance has been purchased to cover claims exceeding those amounts. A \$1,000 per occurrence deductible for property losses is maintained. The District paid \$78,226 in premiums to the Trust for the year ended June 30, 2008.

The District is also a member of the West Michigan Workers' Compensation Fund, a self-insurance program with districts pooling together to insure workers' compensation and employers' liability exposures. The Fund pays the first \$450,000 of any workers' compensation or employers' liability loss out of a \$2,122,000 loss fund collected from members. Excess insurance has been purchased to cover claims exceeding those amounts. As of June 30, 2008, there were no material pending claims against the District. The District paid \$76,492 in premiums to the Fund for the year ended June 30, 2008.

Health, life and other employee insurance is provided by private insurance carriers. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

### **Note I – Commitments**

On July 4, 2004, the District issued \$34,410,000 of general obligation building and site bonds whose proceeds are being used for land purchases, building renovations and additions and furniture and equipment purchases. At June 30, 2008, unspent balances committed to this construction project totaled approximately \$1,000,000, which are expected to be fully expended by the year ended June 30, 2009.

### Note J – Stewardship, Compliance and Accountability

The following District fund had actual expenditures exceed final budgeted expenditures for the year ended June 30, 2008, as follows:

	Budget	Actual	Unfavorable Variance
Food Service Fund	\$ 914,954	\$ 928,003	\$ 13,049

# **SUPPLEMENTAL INFORMATION**

# **GENERAL FUND**

To account for resources which are traditionally associated with the general operation of the District and not required to be accounted for in another fund.

### SPARTA AREA SCHOOLS General Fund Comparative Balance Sheet June 30, 2008 and 2007

Assets	2008	2007
Assets		
Cash equivalents, deposits and investments	\$ 2,612,145	\$ 1,537,510
Taxes receivable	20,675	7,023
Due from other governmental units	3,944,959	3,626,864
Inventory	758	1,693
Prepaid expenditures	18,719	175,848
Total Assets	\$ 6,597,256	\$ 5,348,938
Liabilities and Fund Balances		
Liabilities		
Accounts payable	\$ 371,329	\$ 299,416
Due to other funds	455	1,867
Due to other governmental units	632,823	606,859
Salaries payable	1,123,168	1,099,536
Deferred revenue	20,675	13,038
Total Liabilities	2,148,450	2,020,716
Fund Balances		
Unreserved:		
Undesignated	4,448,806	3,328,222
<b>Total Liabilities and Fund Balances</b>	\$ 6,597,256	\$ 5,348,938

# **General Fund**

## Comparative Schedule of Revenues For the years ended June 30, 2008 and 2007

	2008	2007
Local sources:		
Property taxes:		
Current property taxes	\$ 2,059,216	\$ 1,932,272
Delinquent property taxes	3,644	6,768
Other property taxes	16,630	9,706
Interest on delinquent taxes	4,822	5,318
	2,084,312	1,954,064
Interest earnings:		
Interest on deposits and investments	117,488	111,384
Other local revenue:		
Tuition	12,690	15,535
Community enrichment fees	32,969	33,771
Preschool/childcare fees	372,204	325,817
Drivers education	35,371	34,294
Transportation fees	33,350	15,381
Sale of school property	2,464	3,823
Sale of fuel	34,594	26,969
Rental of school facilities	4,444	1,255
Donations	2,505	3,765
Insurance claims	364	19,981
Adult education reimbursement	49,425	53,324
Refunds of expenditures	83,801	79,894
Miscellaneous	13,648	6,286
	677,829	620,095
Total local sources	2,879,629	2,685,543
Chata aguirage		
State sources:	10 220 012	10 102 076
State aid  Special advection transportation	19,339,913	19,103,076
Special education - transportation	406,943	388,431
Special education - itinerants FICA/Retirement reimbursement	103,174 45,412	58,230
		45,412
Total state sources	19,895,442	19,595,149
Federal sources:		
Title I	179,636	160,947
Title I C - Migrant	158,152	84,113
Title IIA	93,735	92,413
Title II D	1,745	1,646
Title III	52,860	50,851
Title V	575	583
Adult basic education	102,000	82,800
I.D.E.A. program	658,255	611,012
Medicaid - school based	3,801	1,711
Adult English literacy/civics education	10,600	10,600
Service learning grant	7,858	9,315
Drug free schools	5,951	7,984
Total federal sources	1,275,168	1,113,975
Total redefai sources	1,273,100	1,113,713

# General Fund Comparative Schedule of Revenues For the years ended June 30, 2008 and 2007

	2008	2007
Interdistrict sources:		
Special education - county	\$ 1,367,244	\$ 1,295,486
Special education - tuition	152,240	190,385
Special education - shared costs	59,900	75,044
Durant settlement reimbursements	4,290	4,386
Medicaid fee for service	153,177	130,998
Other grants	8,976	1,740
Total interdistrict sources	1,745,827	1,698,039
Total Revenues	\$ 25,796,066	\$ 25,092,706

# General Fund Comparative Schedule of Expenditures For the years ended June 30, 2008 and 2007

	2008	2007
Current:		
Instruction:		
Basic programs:		
Elementary:	Ф. 2.121.250	e 2 657 107
Salaries	\$ 3,131,250	\$ 2,657,197
Employee benefits	1,611,494	1,384,043
Purchased services	61,435	49,035
Supplies	140,864	103,467
Miscellaneous	2,736	2,325
	4,947,779	4,196,067
Middle school:	1 010 1 10	2 402 2 5
Salaries	1,918,160	2,403,265
Employee benefits	821,117	1,025,232
Purchased services	30,923	26,777
Supplies	31,930	68,551
High sahaali	2,802,130	3,523,825
High school: Salaries	2,559,032	2,514,229
Employee benefits	1,091,072	1,097,436
Purchased services	33,439	32,181
Supplies	79,283	55,091
Miscellaneous	79,283 754	33,091 822
Miscendieous		
Preschool:	3,763,580	3,699,759
Salaries	68,565	63,564
Employee benefits	31,342	30,492
Purchased services	98	272
Supplies	1,095	1,666
Miscellaneous	2,481	250
1viisconane ous	103,581	96,244
Summer school:	103,301	70,244
Salaries	18,328	27,033
Employee benefits	4,412	6,524
Supplies	286	1,207
	23,026	34,764
Total basic programs	11,640,096	11,550,659
A 11-1 1		
Added needs:		
Special education:	1 020 770	1 066 000
Salaries Employee honofite	1,830,778	1,866,880
Employee benefits	916,626	923,913
Purchased services	25,251	16,091
Supplies	11,968	14,213
Payments to other school districts	122,757	146,836
	2,907,380	2,967,933

# General Fund Comparative Schedule of Expenditures For the years ended June 30, 2008 and 2007

	2000	2007
Compensatory education:	2008	2007
Salaries	\$ 293,653	\$ 287,238
Employee benefits	151,662	150,693
Purchased services	2,055	1,911
Supplies	4,647	5,248
••	452,017	445,090
Total added needs	3,359,397	3,413,023
Adult education services:		
Basic:		
Salaries	118,017	105,798
Employee benefits	29,476	26,622
Purchased services	3,051	4,900
Supplies	5,895	11,536
Miscellaneous	797	21
Casandamu	157,236	148,877
Secondary: Salaries	32,275	35,532
Employee benefits	4,283	5,656
Purchased services	17,382	18,143
Supplies	2,969	7,218
Indirect cost	33,999	38,204
man cov cost	90,908	104,753
Total adult education services	248,144	253,630
Supporting services:		
Pupil services:		
Guidance services:		
Salaries	391,702	380,219
Employee benefits	178,372	160,737
Purchased services	8,489	3,916
Supplies	16,487	20,936
Miscellaneous	-	(294)
	595,050	565,514
Health services:		
Salaries	40,348	38,750
Employee benefits	9,262	9,168
Purchased services	255	509
Supplies	7,143	1,829
Payments to other school districts	162,155	150,446
Dayahalagiaal samijaasi	219,163	200,702
Psychological services: Purchased services	62	157
Supplies	2,500	1,803
Payments to other school districts	213,863	212,063
1 ayments to other school districts	216,425	214,023
	210,423	217,023

# **General Fund**

# Comparative Schedule of Expenditures For the years ended June 30, 2008 and 2007

	2008	2007
Speech pathology services:	•	<b>.</b>
Purchased services	\$ -	\$ 301
Supplies	1,101	836
Payments to other school districts	315,902	290,933
	317,003	292,070
Social worker services:		
Purchased services	250	150
Supplies	141	222
Payments to other school districts	343,828	343,578
	344,219	343,950
Total pupil services	1,691,860	1,616,259
Instructional staff services:		
Professional staff development:		
Salaries	20,245	18,700
Employee benefits	19,322	21,129
Purchased services	10,920	5,140
Supplies	2,204	561
Miscellaneous	1,332	2,056
	54,023	47,586
Library:	,	,
Salaries	137,398	144,301
Employee benefits	103,204	105,673
Purchased services	1,671	1,498
Supplies	20,606	24,957
	262,879	276,429
Supervision/direction of instruction:	202,079	270,122
Salaries	342,333	265,668
Employee benefits	114,508	108,391
Purchased services	5,137	5,570
Supplies	-	434
Miscellaneous	480	-
	462,458	380,063
Total instructional staff services	779,360	704,078
General administrative services:		
Board of education:		
Salaries	5,520	240
Employee benefits	158,960	72,574
Purchased services	54,259	76,844
Supplies	643	356
Miscellaneous	18,929	18,919
	238,311	168,933

# General Fund Comparative Schedule of Expenditures For the years ended June 30, 2008 and 2007

	2008	2007
Executive administration: Salaries	\$ 193,767	\$ 236,026
Employee benefits	53,715	89,844
Purchased services	3,124	1,403
Supplies	322	860
Miscellaneous	376	1,373
Misceriancous	251,304	329,506
Total general administrative services	489,615	498,439
School administrative services:		
Office of the principal:		
Salaries	994,267	961,084
Employee benefits	498,692	504,107
Purchased services	5,881	4,212
Office supplies	17,297	16,187
Miscellaneous	2,895	2,531
Total school administrative services	1,519,032	1,488,121
Business services:		
Fiscal services:	121 754	102.010
Salaries	131,754	123,918
Employee benefits	76,537	58,079
Purchased services	17,338	4,623
Supplies Miscellaneous	1,620 714	2,180 30
Miscenaneous		
Internal services:	227,963	188,830
Purchased services	73,275	61,278
Supplies	19,380	13,344
Miscellaneous	3,757	4,755
	96,412	79,377
Other business services:		<b>7</b> 0.45 <b>0</b>
Miscellaneous	66,879	50,462
Total business services	391,254	318,669
Operation and maintenance services:		
Operation and maintenance:		
Salaries	204,623	523,383
Employee benefits	92,849	291,558
Purchased services	729,403	414,992
Supplies	587,004	431,294
Miscellaneous	552	131
Total operation and maintenance services	1,614,431	1,661,358

# General Fund Comparative Schedule of Expenditures For the years ended June 30, 2008 and 2007

	2008	2007
Pupil transportation services:		
Pupil transportation:		
Salaries	\$ 531,867	\$ 521,808
Employee benefits	223,925	
Purchased services	36,248	
Supplies	212,793	
New buses	169,522	
Miscellaneous	5,490	6,172
Payments to other school districts	602,395	483,192
Total pupil transportation services	1,782,240	1,954,090
Central services:		
Staff/personnel services:		
Salaries	146,485	110,875
Employee benefits	63,148	41,393
Purchased services	19,953	790
Supplies	27	462
Miscellaneous	1,318	425
	230,931	153,945
Technology services:	79 442	70 727
Salaries	78,442	
Employee benefits	21,362	
Purchased services	22,710	
Supplies	34,288	
New equipment and furniture	66,919	
	223,721	_
Total central services	454,652	357,180
Community services:		
Community recreation:		
Salaries	1,235	
Employee benefits	261	
Supplies	24,121	
Custody/care of children:	25,617	25,122
Salaries	216,105	175,730
Employee benefits	51,997	
Purchased services	5,800	
Supplies	21,734	
Miscellaneous	1,485	
Miscendicods	297,121	
Total community services	322,738	_
·	,,,,,	- 2 , - 2 .
Interdistrict: Other	14,224	28,937
Total Expenditures	\$ 24,307,043	
z oma zapomona eo	Ψ 2 1,3 0 7,0 +3	= + 2 1,103,707

## SPARTA AREA SCHOOLS Combining Balance Sheet - Nonmajor Governmental Funds June 30, 2008

	Special	Revenue	
Assets	Food Service	Athletic	es
Assets			
Cash equivalents, deposits and investments Taxes receivable Due from other funds	\$ 125,394 - -	\$	- - -
Due from other governmental units Inventory	5,711 15,405		<u>-</u>
Total Assets	\$ 146,510	\$	<u> </u>
Liabilities and Fund Balances			
Liabilities			
Accounts payable	\$ 448	\$	-
Deferred revenue	3,852		-
Total Liabilities	4,300		_
Fund Balances			
Reserved for debt service	-		-
Reserved for capital outlay	-		-
Unreserved: Undesignated	142,210		
Ondesignated	142,210		
Total Fund Balances	142,210		
<b>Total Liabilities and Fund Balances</b>	\$ 146,510	\$	_

	Debt	Servi	ce			]	Capital Projects			
 2003	 2004		2006		2007		2007		Building and Site	 Total
\$ 53,016 2,192 - -	\$ 78,324 2,884 - -	\$	42,793 897 - -	\$	56,402 988 - -	\$	499,518 985 455 -	\$ 855,447 7,946 455 5,711 15,405		
\$ 55,208	\$ 81,208	\$	43,690	\$	57,390	\$	500,958	\$ 884,964		
\$ 2,192	\$ 2,884	\$	- 897_	\$	- 988	\$	- 985	\$ 448 11,798		
2,192	2,884		897		988		985	12,246		
53,016	78,324		42,793		56,402		499,973	230,535 499,973		
 	 						-	 142,210		
 53,016	78,324		42,793		56,402		499,973	 872,718		
\$ 55,208	\$ 81,208	\$	43,690	\$	57,390	\$	500,958	\$ 884,964		

# SPARTA AREA SCHOOLS Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds For the year ended June 30, 2008

	Special l	Revenue		
	Food Service	Athletics	2000	2001
Revenues				
Local sources:				
Property taxes	\$ -	\$ -	\$ -	\$ -
Interest earnings	5,734	160 221	-	-
Sales and admissions	477,579	160,331		
Total local sources	483,313	160,331	-	-
State sources	50,801	_	_	_
Federal sources	393,262	-	-	_
<b>Total Revenues</b>	927,376	160,331		
Expenditures Current:				
Food service	928,003	_	_	_
Athletics	-	558,770	-	_
Capital outlay	-	-	-	-
Debt service:				
Principal repayment	-	-	125,000	110,000
Interest and fiscal charges			21,619	15,386
<b>Total Expenditures</b>	928,003	558,770	146,619	125,386
Excess (Deficiency) of Revenues Over Expenditures	(627)	(398,439)	(146,619)	(125,386)
Other Financing Sources (Uses) Transfers in Transfers out	(30,000)	398,439	146,619	125,386
Transfers out	(30,000)			
<b>Total Other Financing Sources (Uses)</b>	(30,000)	398,439	146,619	125,386
<b>Net Change in Fund Balances</b>	(30,627)	-	-	-
Fund Balances, July 1	172,837			
Fund Balances, June 30	\$ 142,210	\$ -	\$ -	\$ -

Debt	Service	Capital Projects			
2003	2004	2006	2007	Building and Site	Total
\$ 849,777 10,511	\$ 895,630 8,822	\$ 446,721 2,375	\$ 491,392 3,080	\$ 382,467 19,390	\$ 3,065,987 49,912 637,910
860,288	904,452	449,096	494,472	401,857	3,753,809
	<u>-</u>	<u>-</u>			50,801 393,262
860,288	904,452	449,096	494,472	401,857	4,197,872
-	-	-	-	-	928,003
-	-	-	-	32	558,770 32
805,000 45,201	300,000 695,748	406,444	35,000 403,145	<u>-</u>	1,375,000 1,587,543
850,201	995,748	406,444	438,145	32	4,449,348
10,087	(91,296)	42,652	56,327	401,825	(251,476)
<u>-</u>	<u>-</u>			(272,005)	670,444 (302,005)
				(272,005)	368,439
10,087	(91,296)	42,652	56,327	129,820	116,963
42,929	169,620	141	75	370,153	755,755
\$ 53,016	\$ 78,324	\$ 42,793	\$ 56,402	\$ 499,973	\$ 872,718

# SPARTA AREA SCHOOLS Food Service Special Revenue Fund Schedule of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual For the year ended June 30, 2008

		Budget		Actual	P	riance - ositive egative)
Revenues Local sources	\$	479,200	\$	483,313	\$	4,113
State sources	Ψ	52,517	Ψ	50,801	Ψ	(1,716)
Federal sources		390,524		393,262		2,738
<b>Total Revenues</b>		922,241		927,376		5,135
Expenditures						
Current:						
Food service		914,954		928,003		(13,049)
Excess (Deficiency) of Revenues Over Expenditures		7,287		(627)		(7,914)
Other Financing Uses Transfers out		(30,000)		(30,000)		
<b>Net Change in Fund Balances</b>		(22,713)		(30,627)		(7,914)
Fund Balances, July 1		172,837		172,837		_
Fund Balances, June 30	\$	150,124	\$	142,210	\$	(7,914)

# Athletics Special Revenue Fund Schedule of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual For the year ended June 30, 2008

Revenues Local sources	Budget \$ 159,860	Actual \$ 160,331	Variance - Positive (Negative)  \$ 471
Expenditures Current:			
Athletics	596,280	558,770	37,510
Excess (Deficiency) of Revenues Over Expenditures	(436,420)	(398,439)	37,981
Other Financing Sources Transfers in	436,420	398,439	(37,981)
<b>Net Change in Fund Balances</b>	-	-	-
Fund Balances, July 1			
Fund Balances, June 30	\$ -	\$ -	\$ -

# **NONMAJOR FUNDS**

# **SPECIAL REVENUE FUNDS**

Food Service—to account for monies received from food service activities and federal subsidies for use in administering the hot lunch program of the District.

Athletics—to account for activity receipts and General Fund contributions used in administering the athletic program of the District.

## Food Service Special Revenue Fund Comparative Balance Sheet June 30, 2008 and 2007

Assets	 2008	 2007
Cash equivalents, deposits and investments Due from other governmental units Inventory	\$ 125,394 5,711 15,405	\$ 150,848 6,010 20,603
Total Assets	\$ 146,510	\$ 177,461
Liabilities and Fund Balances  Liabilities Accounts payable Deferred revenue  Total Liabilities	\$ 448 3,852 4,300	\$ 386 4,238 4,624
Fund Balances	1,500	1,021
Unreserved: Undesignated	 142,210	 172,837
<b>Total Liabilities and Fund Balances</b>	\$ 146,510	\$ 177,461

# SPARTA AREA SCHOOLS Food Service Special Revenue Fund Comparative Schedule of Revenues, Expenditures and Changes in Fund Balances For the years ended June 30, 2008 and 2007

	2008	2007
Revenues		
Local sources:		
Sales and admissions: Children's lunches	\$ 265,582	\$ 251,106
Adult lunches	13,910	11,431
Milk	10,356	10,341
Ala carte	182,720	165,209
Banquets	851	1,355
Other	4,160	6,565
	477,579	446,007
Interest earnings:	·	
Interest on deposits and investments	5,734	7,585
Total local sources	483,313	453,592
State sources	50,801	48,312
Federal sources	393,262	381,381
<b>Total Revenues</b>	927,376	883,285
Expenditures		
Current:		
Food service:	205.046	240 420
Salaries Employee benefits	285,046 171,166	248,438 161,676
Purchased services	7,315	9,803
Supplies	462,499	409,222
Miscellaneous	1,977	703
Total Expenditures	928,003	829,842
Excess (Deficiency) of Revenues Over Expenditures	(627)	53,443
•		· ·
Other Financing Uses	( <b>-</b> 0.000)	(20.000)
Transfers out	(30,000)	(30,000)
<b>Net Change in Fund Balances</b>	(30,627)	23,443
Fund Balances, July 1	172,837	149,394
Fund Balances, June 30	\$ 142,210	\$ 172,837

### SPARTA AREA SCHOOLS Athletics Special Revenue Fund Comparative Balance Sheet June 30, 2008 and 2007

	2008	2007
Assets		
Cash equivalents, deposits and investments	\$ -	\$ -
Liabilities and Fund Balances		
Liabilities	\$ -	\$ -
Fund Balances Unreserved: Undesignated		<u> </u>
Total Liabilities and Fund Balances	\$ -	\$ -

# Athletics Special Revenue Fund Comparative Schedule of Revenues, Expenditures and Changes in Fund Balances For the years ended June 30, 2008 and 2007

	2008		2007
Revenues	-	2000	 2007
Local sources:			
Sales and admissions:			
Athletic admissions	\$	75,536	\$ 63,513
Fees and sales		40,997	44,270
Donations		43,595	44,684
Other		203	90
Total Revenues		160,331	152,557
Expenditures			
Current:			
Athletics:			
Salaries		331,327	347,327
Employee benefits		108,472	114,763
Purchased services		37,270	43,228
Supplies		66,279	45,156
Miscellaneous		15,422	 19,455
Total Expenditures		558,770	569,929
Excess (Deficiency) of Revenues Over Expenditures		(398,439)	(417,372)
Other Financing Sources			
Transfers in		398,439	 417,372
Net Change in Fund Balances		-	-
Fund Balances, July 1			
Fund Balances, June 30	\$	_	\$ _

# **DEBT SERVICE FUNDS**

Debt Service Funds—To accumulate property tax revenues and interest earnings for repayment of the bond issues of the District used to finance new building construction projects.

# SPARTA AREA SCHOOLS Debt Service Funds Combining Balance Sheet June 30, 2008

Assets	2003	2004	2006	2007
Cash equivalents, deposits and investments Taxes receivable	\$ 53,016 2,192	\$ 78,324 2,884	\$ 42,793 897	\$ 56,402 988
<b>Total Assets</b>	\$ 55,208	\$ 81,208	\$ 43,690	\$ 57,390
Liabilities and Fund Balances				
Liabilities Deferred revenue	\$ 2,192	\$ 2,884	\$ 897	\$ 988
Fund Balances Reserved for debt service	53,016	78,324	42,793	56,402
<b>Total Liabilities and Fund Balances</b>	\$ 55,208	\$ 81,208	\$ 43,690	\$ 57,390

To	otals
2008	2007
\$ 230,535 6,961	\$ 212,765 2,455
\$ 237,496	\$ 215,220
\$ 6,961	\$ 2,455
230,535	212,765
\$ 237,496	\$ 215,220

# SPARTA AREA SCHOOLS Debt Service Funds

# Combining Schedule of Revenues, Expenditures and Changes in Fund Balances For the year ended June 30, 2008

	2000		2001	2003	2004
Revenues					
Local sources:					
Property taxes: Current property taxes	\$	_	\$ -	\$ 836,338	\$ 880,351
Industrial facilities taxes	Ψ	_	ψ - -	10,874	11,447
Delinquent property taxes		-	-	396	876
Other taxes		-	-	588	1,288
Interest on delinquent taxes		_		1,581	1,668
Interest comings		-	-	849,777	895,630
Interest earnings: Interest on deposits and investments				10,511	8,822
interest on deposits and investments		_		10,311	0,022
<b>Total Revenues</b>		<u>-</u>		860,288	904,452
Expenditures					
Debt service:	105.00	0	110 000	007.000	200.000
Principal repayment	125,000	0	110,000	805,000	300,000
Interest and fiscal charges: Interest expense	21,34	4	15,136	44,875	695,375
Paying agent fees	27:		250	250	212
Tax refunds		-	-	76	161
Bond issuance costs		-	-	-	-
Underwriter's fees		_			
<b>Total Expenditures</b>	146,619	9	125,386	850,201	995,748
Excess (Deficiency) of Revenues					
Over Expenditures	(146,619	9)	(125,386)	10,087	(91,296)
Other Financing Sources (Uses) Refunding bonds issued					
Bond premium		_	-	- -	- -
Transfers in	146,619	9	125,386	-	-
Bond discount		-	-	-	-
Payments to escrow agent		-	-	-	-
Transfers out		_			
<b>Total Other Financing Sources (Uses)</b>	146,619	9	125,386		
<b>Net Change in Fund Balances</b>		-	-	10,087	(91,296)
Fund Balances, July 1		<u>-</u>		42,929	169,620
Fund Balances, June 30	\$	<u>-</u>	\$ -	\$ 53,016	\$ 78,324

		Totals					
2006	2007	2008	2007				
\$ 440,175	\$ 484,192	\$2,641,056	\$ 2,622,061				
5,723	6,296	34,340	35,881				
-	-	1,272	2,363				
823	904	1,876 4,976	3,453 5,261				
446,721	491,392	2,683,520	2,669,019				
2,375	3,080	24,788	11,349				
449,096	494,472	2,708,308	2,680,368				
-	35,000	1,375,000	1,255,000				
406,219	402,920	1,585,869	1,503,910				
225	225	1,437	1,211				
-	-	237	1,531				
-	-	-	160,483 100,000				
406,444	438,145	2,962,543	3,022,135				
400,444	430,143	2,902,343	3,022,133				
42,652	56,327	(254,235)	(341,767)				
-	-	<del>-</del>	20,000,000				
-	-	-	21,671				
-	-	272,005	547,359				
-	-	-	(230,337) (19,620,224)				
-	-	-	(274,697)				
		272,005	443,772				
42,652	56,327	17,770	102,005				
141	75	212,765	110,760				
\$ 42,793	\$ 56,402	\$ 230,535	\$ 212,765				

# **CAPITAL PROJECTS FUNDS**

Building and Site—to account for property tax revenues and interest earnings used to finance building restoration projects.

2004 Construction—to account for bond proceeds used to finance building construction and improvement projects.

# SPARTA AREA SCHOOLS Building and Site Capital Projects Fund Comparative Balance Sheet June 30, 2008 and 2007

Assets	2008		2007		
Cash equivalents, deposits and investments Taxes receivable Due from other funds	\$	499,518 985 455	\$	368,286 339 1,867	
Total Assets	\$	500,958	\$	370,492	
Liabilities and Fund Balances					
Liabilities Deferred revenue	\$	985	\$	339	
Fund Balances Reserved for capital outlay		499,973		370,153	
<b>Total Liabilities and Fund Balances</b>	\$	500,958	\$	370,492	

# SPARTA AREA SCHOOLS Building and Site Capital Projects Fund Comparative Schedule of Revenues, Expenditures and Changes in Fund Balances For the years ended June 30, 2008 and 2007

	2008			2007
Revenues				_
Local sources:				
Property taxes:				
Current property taxes	\$	376,434	\$	357,064
Industrial facilities taxes		4,895		4,886
Delinquent property taxes		173		322
Other taxes		256		466
Interest on delinquent taxes		709		716
		382,467		363,454
Interest earnings:				
Interest on deposits and investments		19,390		9,953
Total Revenues		401,857		373,407
Expenditures				
Capital outlay:				
Building improvements		_		6,357
Tax refunds		32		207
1 W.1 1 1 1 W.1 W.1 W.1				
Total Expenditures		32		6,564
<b>Excess of Revenues Over Expenditures</b>		401,825		366,843
Other Financina Courses (Uses)				
Other Financing Sources (Uses)		(272.005)		(272.662)
Transfers out		(272,005)		(272,662)
Net Change in Fund Balances		129,820		94,181
Fund Balances, July 1		370,153		275,972
Fund Balances, June 30	\$	499,973	\$	370,153

# SPARTA AREA SCHOOLS 2004 Construction Capital Projects Fund Comparative Balance Sheet June 30, 2008 and 2007

Assets		2008	2007		
	\$	004 205	¢ 1	0 160 452	
Cash equivalents, deposits and investments Accrued interest receivable Prepaid expenditures	<b>.</b>	994,395	<b>5</b> 1	0,160,452 68,683 237,341	
Total Assets	\$	994,395	\$ 1	0,466,476	
Liabilities and Fund Balances					
Liabilities	ф		¢	204.520	
Accounts payable	\$	<del>-</del>	_\$_	894,520	
Fund Balances Reserved for capital outlay		994,395		9,571,956	
Total Liabilities and Fund Balances	\$	994,395	\$ 1	0,466,476	

# SPARTA AREA SCHOOLS 2004 Construction Capital Projects Fund Comparative Schedule of Revenues, Expenditures and Changes in Fund Balances For the years ended June 30, 2008 and 2007

		2008		2007
Revenues				
Local sources:				
Interest earnings:				
Interest on deposits and investments	\$	201,940	\$	890,530
Other local sources:				
Donations		-		21,886
Reimbursements		3,334		
<b>Total Revenues</b>		205,274		912,416
Expenditures				
Capital outlay:				
Purchased services		29,883		36,576
Construction manager		455,338		1,107,648
Legal services		-		1,010
Architect services		239,306		310,044
Building improvements		7,067,871	1	2,764,403
Equipment and furniture		990,437		236,044
Total Expenditures		8,782,835	1	4,455,725
Net Change in Fund Balances	(	(8,577,561)	(1	3,543,309)
Fund Balances, July 1		9,571,956	2	23,115,265
Fund Balances, June 30	\$	994,395	\$	9,571,956

# **AGENCY FUND**

Student Activities—to account for the collection and disbursements of monies used by the school activity clubs and groups.

# SPARTA AREA SCHOOLS Student Activities Agency Fund Statement of Changes in Assets and Liabilities For the year ended June 30, 2008

	Balances ly 1, 2007	A	dditions	D	eductions	Balances e 30, 2008
Assets						
Cash equivalents, deposits and investments	\$ 492,119	\$	415,041	\$	436,669	\$ 470,491
Liabilities						
Due to student groups	\$ 492,119	\$	415,041	\$	436,669	\$ 470,491

# **OTHER INFORMATION**

## SPARTA AREA SCHOOLS Summary of 2007 Taxes Levied and Collected For the year ended June 30, 2008

	Kent County				
	Algoma	Alpine	Sparta	Tyrone	
Taxable Valuations Operating Debt Service/Building and Site	\$ 10,558,959 122,009,948	\$ 13,916,112 51,038,638	\$ 86,145,929 241,157,794	\$ 28,023 503,439	
Rates (Mills) General Fund 2003 Debt Service Fund 2004 Debt Service Fund 2006 Debt Service Fund 2007 Debt Service Fund Building and Site Fund					
Taxes Levied 2007 Rolls General Fund 2003 Debt Service Fund 2004 Debt Service Fund 2006 Debt Service Fund 2007 Debt Service Fund Building and Site Fund	\$ 189,898 231,637 243,828 121,914 134,105 104,261 1,025,643	\$ 250,489 96,972 102,075 51,038 56,141 43,647 600,362	\$ 1,544,054 458,190 482,305 241,153 265,268 206,234 3,197,204	\$ 522 956 1,007 503 554 431 3,973	
Taxes Uncollected 2007 Rolls General Fund 2003 Debt Service Fund 2004 Debt Service Fund 2006 Debt Service Fund 2007 Debt Service Fund Building and Site Fund	- - - - - -	6,481 684 721 360 396 308 8,950	9,308 983 1,034 517 569 443 12,854	- - - - - -	
Taxes Collected 2007 Rolls General Fund 2003 Debt Service Fund 2004 Debt Service Fund 2006 Debt Service Fund 2007 Debt Service Fund Building and Site Fund	189,898 231,637 243,828 121,914 134,105 104,261 1,025,643	244,008 96,288 101,354 50,678 55,745 43,339 591,412	1,534,746 457,207 481,271 240,636 264,699 205,791 3,184,350	522 956 1,007 503 554 431 3,973	
Delinquent Taxes Collected General Fund 2003 Debt Service Fund 2004 Debt Service Fund 2006 Debt Service Fund 2007 Debt Service Fund Building and Site Fund	- - - - - -	17 2 4 - - 1 24	1,876 200 454 - - 89 2,619	- - - - - -	

Ottawa		
Chester	Wright	Total
\$ 4,586,619 24,313,210	\$ 436,152 2,166,517	\$ 115,671,794 441,189,546
		18.0000 1.9000 2.0000 1.0000 1.1000 0.8552 24.8552
\$ 82,559 46,195 48,626 24,313 26,745 20,793 249,231	\$ 7,851 4,116 4,333 2,166 2,383 1,853 22,702	\$ 2,075,373 838,066 882,174 441,087 485,196 377,219 5,099,115
369 39 41 20 23 18 510	 - - - - - -	16,158 1,706 1,796 897 988 769 22,314
82,190 46,156 48,585 24,293 26,722 20,775 248,721	7,851 4,116 4,333 2,166 2,383 1,853 22,702	2,059,215 836,360 880,378 440,190 484,208 376,450 5,076,801
76 8 18 - - 4 106	169 18 41 - - 8 236	2,138 228 517 - 102 2,985

## SPARTA AREA SCHOOLS Summary of 2007 Taxes Levied and Collected For the year ended June 30, 2008

	Kent County						
	P	Algoma		Alpine	Sparta	Τ	yrone
Total Taxes Collected General Fund 2003 Debt Service Fund 2004 Debt Service Fund 2006 Debt Service Fund 2007 Debt Service Fund Building and Site Fund	\$	189,898 231,637 243,828 121,914 134,105 104,261	\$	244,025 96,290 101,358 50,678 55,745 43,340	\$ 1,536,622 457,407 481,725 240,636 264,699 205,880	\$	522 956 1,007 503 554 431
	\$	1,025,643	\$	591,436	\$ 3,186,969	\$	3,973
<b>Taxes Uncollected – June 30, 2008</b> General Fund: 2007 2006 2005	\$	90	\$	6,481	\$ 9,308 3,765 411	\$	- - -
2003 Debt Service Fund: 2007 2006 2005		90		6,571	 13,484 983 402 48		- - - -
2004 Debt Service Fund: 2007 2006 2005		10 - 21 -		694 721 - 21	1,433 1,034 912 96		- - - -
2006 Debt Service Fund: 2007 2006 2005		21 - - -		742 360 - -	2,042 517 - -		- - -
2007 Debt Service Fund: 2007 2006 2005		- - -		360 396 - -	517 569 - -		- - -
Building and Site Fund: 2007 2006 2005		5 - 5		396 308 - 4 312	569 443 180 19 642		- - - -
<b>Total Taxes Uncollected</b>	\$	126	\$	9,075	\$ 18,687	\$	-

	Ottawa				
	Chester		Wright		Total
\$	82,266	\$	8,020	\$	2,061,353
	46,164		4,134		836,588
	48,603		4,374		880,895
	24,293		2,166		440,190
	26,722		2,383		484,208
	20,779		1,861		376,552
\$	248,827	\$	22,938	\$	5,079,786
\$	369	\$	_	\$	16,158
Ψ	-	Ψ	_	Ψ.	3,855
	161		_		662
	530		-		20,675
	39		_		1,706
	-		_		412
	16		_		74
	55		-		2,192
	41		-		1,796
	-		-		933
	38		-		155
	79		-		2,884
	20		-		897
	-		-		-
					_
	20		-		897
	23		-		988
	-		-		-
	23		-		988
	18		-		769
	-		-		185
	8				31
	26				985
\$	733	\$	_	\$	28,621



October 20, 2008

The Board of Education Sparta Area Schools Kent County, Michigan

The following comments pertain to our audit of the financial records of Sparta Area Schools as of and for the year ended June 30, 2008. The comments are made in accordance with Statement on Auditing Standards (SAS) No. 114 "The Auditor's Communication with Those Charged with Governance" which requires that in all audits, certain matters are to be communicated with those charged with governance in relation to an audit of financial statements. The communications required by SAS No. 114, if pertinent to the examination, are as follows:

## The Auditor's Responsibility Under U.S. Generally Accepted Accounting Principles

As stated in our Engagement Letter dated June 1, 2008, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management, with your oversight, are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you, or management, of your responsibilities.

## **Auditor's Independence**

Our independence polices and procedures are designed to provide reasonable assurance that our firm and its personnel comply with applicable, independence standards. Our policies address financial interest, business and family relationships, and non-audit services that may be thought to bear on independence. In addition, our policies restrict certain non-audit services that may be provided by our firm staff and require our audit clients to accept certain responsibilities in connection with the provision of permitted non-audit services.

## An Overview of the Planned Scope and Timing of the Audit

We performed the audit according to the planned scoped and timing previously communicated to you in the Engagement Letter dated June 1, 2008.

## **Significant Accounting Practices**

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our Engagement Letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Sparta Area Schools are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

## **Significant Difficulties Encountered During the Audit**

During the course of our audit field work, we encountered difficulties in obtaining financial reports and other data from the District's accounting software system.

## **Disagreements with Management**

We encountered no significant disagreements in dealing with management in performing and completing our audit.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

## **Management Representations**

We have requested certain representations from management that are included in the Management's Representation Letter dated October 20, 2008.

## **Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. During the course of our audit the following adjustments of a significant nature were made to the accounting records of the District to bring the balances to those presented in the financial statements. There were no adjustments proposed during the audit not accepted and recorded by District management.

## General Fund

\$36,410 to record 2007-08 Medicaid receivable from KISD at June 30, 2008.

## Other Significant, Relevant Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to, and during the process of, the District's audit. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Sparta Area Schools October 20, 2008 Page 3

Current auditing standards (SAS No. 112 "Communicating Internal Control Related Matters Identified in an Audit") also require that auditors communicate, in writing, any significant deficiencies and/or material weaknesses in the design or operation of an entity's internal controls discovered during the audit. As we found no significant deficiencies or material weaknesses during the audit, no SAS 112 letter is required.

Significant new auditing standards from the American Institute of Certified Public Accountants were required to be implemented during the 2007-08 audit process involving the auditor's review, observation, evaluation and documentation of the District's significant areas of internal controls. Our findings and comments regarding the District's internal control processes and procedures based on these new auditing standards are detailed in Appendix A, attached to this letter.

#### **Other Comments**

The District General Fund balance increased by \$1,120,584 to \$4,448,806 at June 30, 2008. This balance represents approximately 16.97 percent of the District's 2008-09 expenditure budget (up from 13.4 percent at June 30, 2007). Maintaining a fund balance of at least 10 to 20 percent of the ensuing year's expenditure budget is advisable for Sparta Area Schools. This gives the District more stable operating funds during the year, helps avoid or reduce the necessity of borrowing for short-term cash flow purposes and acts as a buffer against the uncertainty of state aid revenues accruing to the District. In addition, employee benefit costs are expected to increase significantly in the next few years, which will require the use of fund balance reserves considering the expectation of small (or no) growth in state aid revenues.

#### **Closing**

This communication is intended solely for the information and use of the Sparta Area Schools Board of Education and management and is not intended to be, and should not be, used by anyone other than these specified parties. We have furnished a copy of this letter to the Michigan Departments of Education and Treasury as an enclosure with the audited financial statements as required by the State of Michigan.

Certified Public Accountants

Hungerford, Aldin, Vielal Hester, P.C.

## Statement on Auditing Standards No. 114 Letter Appendix A - Comments On Significant Internal Control Areas for SPARTA AREA SCHOOLS

## For the Year Ended June 30, 2008

Listed below are the internal control areas that auditors are now required to review, evaluate and document during the audit process, if those areas are significant to an entity's operations. For each of the areas considered to be "significant" the auditor must answer all of the following questions, inspect supporting documentation and observe client compliance with its prescribed procedures, i.e. "walkthrough" the process as it is being performed.

- 1. Is the control placed in operation?
- 2. What audit assertions apply to this control?
- 3. Is the control a key control?
- 4. Is the control dependent on IT?
- 5. Is the control manual or automated?
- 6. Is the control properly designed?
- 7. Is the control implemented?
- 8. Comments/transactions or documentation examined for walkthrough
- 9. Is a control deficiency possible?

The significant internal control areas of Sparta Area Schools are listed below. Each bullet point describes the "significant" internal controls that apply in each internal control area. The bolded comments represent suggestions for improvements in the District's internal controls, based on our observations during the 2007-08 audit process.

## **GENERAL CONTROLS**

- Documentation of the internal control system
- Segregation of duties
- Independent monitoring of accounting functions
  - Due to the limited number of personnel in the District business office, independent monitoring of the Business Manager's many accounting functions is difficult. We recommend that the District consider cross-training and job sharing/swapping within the business office as a means to achieving the monitoring/review procedures required fro strong internal controls.

## **BUDGETS**

- Budget adoptions, amendments for all required funds
- Budget accounting principles consistent with actual transactions
- Documented authorization for all budget amendments

#### CASH

- Cash collection/receipting procedures
  - Periodic monitoring of the cash collection/deposit process should be completed by business office personnel in the areas outside of the central office where cash is commonly collected (food service, athletics, student activities, community enrichment, preschool/childcare). Uniform documented procedures should be established to insure the safety of District funds in each of these areas.

## Statement on Auditing Standards No. 114 Letter

# Appendix A - Comments On Significant Internal Control Areas for SPARTA AREA SCHOOLS

## For the Year Ended June 30, 2008

- Cash storage/deposit procedures
- Bank account security/authorization policies
- Check preparation/signing/security procedures
- Non-check disbursement authorization/control policies and procedures
- Bank reconciliation preparation/monitoring procedures

#### **INVESTMENTS**

- Investment policy adoption/implementation/monitoring procedures
  - The District Investment Policy should be reviewed annually by the Business Manager and the Board of Education (and/or Finance Committee) to respond to the rapid changes occurring in the investment environment, and to insure compliance with current accounting disclosure requirements. Someone in District governance (a Board of Education or Finance Committee member) should be responsible for reviewing District investments on a regular basis to insure that the requirements of the Investment Policy are being followed. This process should include a review of FDIC insurance coverage with each financial institution utilized by the District.
- Investment purchase approval procedures
- Investment custodial /security policies/procedures
- Investment record keeping/reconciliation procedures
- Investment return policies/procedures/monitoring

## REVENUES AND RECEIVABLES

- Budgeting and actual-to-budget monitoring procedures
- Property tax collection/monitoring procedures
- State revenue sharing verification/reconciliation procedures
- Billing/collection procedures for fees/charges for services

#### **EXPENDITURES AND PAYABLES**

- Purchase order initiation/approval/processing procedures
- Invoice processing/approval/payment procedures
- Purchase pricing/cut-off/compliance review procedures
- Budget-to-actual comparison/review procedures

## **PAYROLL**

- Hiring/personnel input procedures
- Timekeeping/approval procedures
- Payroll preparation/distribution/general ledger procedures
- Cost allocation procedures/monitoring
- Budget-to-actual comparison/review procedures
- Payroll bank account transaction monitoring/reconciliation

## Statement on Auditing Standards No. 114 Letter Appendix A - Comments On Significant Internal Control Areas for SPARTA AREA SCHOOLS

## For the Year Ended June 30, 2008

#### **CAPITAL ASSETS**

- Acquisition/disposal/capitalization approval/documentation
- Asset custody/security/recordkeeping procedures
- Construction project record keeping/monitoring procedures
- Lapse schedule/depreciation record keeping/monitoring procedures

## **DEBT AND DEBT SERVICE**

- Debt issuance and liability transaction approval
- Debt proceeds expenditure/monitoring procedures
- Debt agreement compliance monitoring procedures
- Principal and interest payment/monitoring procedures
- Debt refunding approval/documentation/monitoring

## GRANTS AND SIMILAR PROGRAMS

- The District has procedures for identifying federal, state and other awards
- The District has accounting procedures for identifying and recording receipts and expenditures of program funds separately and in the appropriate cost category for each award or grant
- The District has a documented time schedule for filing financial reports with Grantors and policies for identifying special requirements of grants
- District funds are accounted for in separate grant control accounts
- The District has established controls to preclude charging federal award Programs with unallowable costs and expenditures
- The District has responsible individuals who monitor matching requirements, levels of effort, and earmarking limitations to insure District compliance with applicable laws and regulations
- Reconciliations of grant financial reports with supporting accounting records Are prepared, reviewed, and approved by a responsible official before filing
- Financial reports and claims for advances and reimbursements agree with the supporting financial records and general ledger
- A responsible official approves requests for advances or reimbursements.
- The District's calculation of required District funds considers updated estimates of allowable program costs
- A responsible member of management reviews costs charged to direct and indirect cost centers in accordance with applicable grant requirements and governmental management circulars pertaining to cost principles
- A responsible member of management uses a set checklist to review and approve the provision of services to ensure that recipients are eligible under specific program requirements
- The District's employee time allocation method is in accordance with the Standards outlined in federal circulars or agency regulations

Statement on Auditing Standards No. 114 Letter
Appendix A - Comments On Significant Internal Control Areas for
SPARTA AREA SCHOOLS
For the Year Ended June 30, 2008

## INFORMATIONAL TECHNOLOGY

- Computer access is limited to specific persons and individuals have access only
  - The District should consider further strengthening the process of assigning user access rights to ensure that access is being granted based on an employee's job responsibilities. Access should be limited to applications and files that are necessary to perform each individual's daily job duties.
- Passwords are required to be complex and to be changed at regular intervals
  - Password security should be reviewed and improved to insure future data security.
- There are appropriate documented procedures for back-up and storage of Applications and data files
  - The District should develop a comprehensive back-up and recovery and data retention plan as part of a documented disaster recovery plan.
- There is a documented disaster recovery plan and it has been tested
  - A formal disaster recovery plan should be created and updated on an annual basis to ensure the timely recovery of data and the functionality of the District's information technology assets.
- The district has well defined policies and procedures in place for which address performing patches and upgrades, user access administration, general backup and recovery operations and timelines for performing regular security and configuration settings reviews.
  - The district should consider taking additional steps to establish a defined set of standard operating procedures and policies and evaluate their effectiveness throughout the year. Doing so will help to establish a stable and secure IT operating environment that consistently produces reliable data and reduces the risk of fraud or the loss of sensitive data.

#### STUDENT ACTIVITY ACCOUNTS

• The Student Activity Fund should be used only for "student activities": those funds which are raised by students, and administered by students and their advisors, to be used for the specific benefit for which the funds are raised. Purchases such as athletic supplies and/or equipment and instructional supplies and/or equipment should be purchased from budgeted Athletic or General Fund expenditure accounts. If specific funds are raised or earmarked for these purchases, those funds should be deposited in the Athletics of General Fund as donations from the funding source. All purchases made from Student Activity accounts should be in accordance with District purchase order and expenditure approval policies, and the payment of payroll/employee benefits through the Student Activity Fund should be discouraged. Activities that do not directly involve students should not exist in the Student Activity Fund, but should be recorded in the District fund that the activity benefits. Each Student Activity account should have a documented use for its receipts and remaining balances, to insure the proper custody and disbursement of the funds on an ongoing basis.

# **SPARTA AREA SCHOOLS**

**Kent County, Michigan** 

Auditor's Report On Compliance For Federal Grant Programs

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

October 20, 2008

The Board of Education Sparta Area Schools Kent County, Michigan

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Sparta Area Schools, as of and for the year ended June 30, 2008, which collectively comprise Sparta Area School's basic financial statements and have issued our report thereon dated October 20, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

## Internal Control Over Financial Reporting

In planning and performing our audit, we considered Sparta Area School's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Sparta Area School's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Sparta Area School's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects an entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of an entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

The Board of Education Sparta Area Schools October 20, 2008

A *material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Sparta Area School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain other matters that we reported to management of Sparta Area Schools in a separate letter dated October 20, 2008.

This report is intended solely for the information and use of the Board of Education, management, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Certified Public Accountants

Hunger ford, Aldin, Vishel Hester, P.C.



REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR PROGRAM AND ON
INTERNAL CONTROL OVER COMPLIANCE IN
ACCORDANCE WITH OMB CIRCULAR A-133

October 20, 2008

The Board of Education Sparta Area Schools Kent County, Michigan

### **Compliance**

We have audited the compliance of Sparta Area Schools with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2008. Sparta Area School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Sparta Area School's management. Our responsibility is to express an opinion on Sparta Area School's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Sparta Area School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of Sparta Area School's compliance with those requirements.

In our opinion, Sparta Area Schools complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2008.

The Board of Education Sparta Area Schools October 20, 2008

## **Internal Control Over Compliance**

The management of Sparta Area Schools is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Sparta Area School's internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Sparta Area School's control over compliance.

A *control deficiency* in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A *material weakness* is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

## Schedule of Expenditures of Federal Awards

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Sparta Area Schools, as of and for the year ended June 30, 2008, and have issued our report thereon dated October 20, 2008. Our audit was performed for the purpose of forming our opinion on the financial statements that collectively comprise Sparta Area School's basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

This report is intended solely for the information and use of the Board of Education, management, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Hungerford, Aldin, Vielel Hester, P.C.

Certified Public Accountants

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

## SPARTA AREA SCHOOLS

Federal Grantor		
Pass Through Grantor Program Title Grant Number	Federal CFDA Number	Approved Grant Award Amount
U.S. Department of Education		
Passed through Michigan Department of		
Education (MDE):		
Title I Part A:	84.010	
081530 0708	0.0010	\$ 185,670
Title I Part C – Migrant:	84.011	
081890 0708		176,530
		· · · · · · · · · · · · · · · · · · ·
Title II A:	84.367	
070520 0607		92,413
080520 0708		93,735
Total Title IIA		186,148
Title II D:	84.318	
084290 0708		1,745
	0.4.2.5.4	
Title III Limited English:	84.365A	<b>50</b> 0 60
080580 0708		52,860
Pass through to Subrecipients		
Total Title III Limited English		52,860
Title V:	84.298	
080250 0708		575
English Literacy/Civics Education:	84.002	
081120 8500087	84.002	10,600
001120 0300007		10,000
Adult Basic Education:	84.002	
081130 810067	01.002	102,000
Total Passed Through MDE		716,128

Accrued (Deferred) Revenue At July 1, 2007	(Memo Only) Prior Year Expenditures	Current Year Expenditures	Current Year Receipts (Cash Basis)	Accrued (Deferred) Revenue At June 30, 2008
<u> </u>	\$ <u> </u>	\$ 179,636	\$ 179,636	\$ <u>—</u>
		158,152	158,152	
7,468 	92,413	 93,735	7,468 93,735	
7,468	92,413	93,735	101,203	
		1,745	1,745	
		39,427 13,433	39,427 13,433	
		52,860	52,860	
		575	575	
	_	10,600	10,600	
	_	102,000	102,000	
7,468	92,413	599,303	606,771	_

# SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (Continued)

## SPARTA AREA SCHOOLS

Federal Grantor Pass Through Grantor Program Title Grant Number	Federal CFDA Number	Approved Grant Award Amount
Passed through Kent Intermediate School District (KISD): Safe and Drug Free Schools and Communities Act: 072860 0607 Program 082860 0708 Program	84.186A	\$ 5,454 5,951
Total Safe and Drug Free Schools and Communities Act		11,405
Special Education Cluster: I.D.E.A. – Flow Through: Flow Through – 080450 0708	84.027	634,477
I.D.E.A. – Preschool: Preschool – 080460 0708	84.173	23,778
Total Special Education Cluster		658,255
Total Passed Through Intermediate School District		669,660
Total U.S. Department of Education		1,385,788
Corporation for National and Community Service Passed through Kent Intermediate School District (KISD): Learn and Serve 30600/27673	94.004	7,858
U.S. Department of Health and Human Services Passed through Kent Intermediate School District (KISD): School Based Medicaid 0607 Program 0708 Program	93.778	1,711 3,801
Total U.S. Department of Health and Human Services		5,512

Accrued (Deferred) Revenue At July 1, 2007	(Memo Only) Prior Year Expenditures	Current Year Expenditures	Current Year Receipts (Cash Basis)	Accrued (Deferred) Revenue At June 30, 2008
\$ (197) 	\$ 5,257 —	\$ 197 5,951	\$ — 5,951	\$ <u>—</u>
(197)	5,257	6,148	5,951	
	<u> </u>	634,477	634,477	
	_	23,778	23,778	
		658,255	658,255	
(197)	5,257	664,403	664,206	
7,271	97,670	1,263,706	1,270,977	
		7,858	7,858	
1,711 —	1,711 —	3,801	1,711 —	3,801
1,711	1,711	3,801	1,711	3,801

# SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (Continued)

## SPARTA AREA SCHOOLS

Federal Grantor Pass Through Grantor Program Title Grant Number	Federal CFDA Number	Approved Grant Award Amount
U.S. Department of Agriculture		
Passed through Michigan Department of		
Education (MDE):		
National School Lunch Program:		
Lunches:	10.555	
Section 4 – Total Servings – 1950		\$ 32,024
Section 11 – Free and Reduced – 1960		252,516
Total Lunches		284,540
Breakfast:	10.553	
Total Servings – 1970		2,513
Free and Reduced – 1970		54,024
Total Breakfast		56,357
Special Milk	10.556	
Servings - 1940		295
Total Nutrition Cluster		341,372
U.S.D.A. Commodities:	10.550	
Entitlement Commodities		51,109
Bonus Commodities		781
Total U.S.D.A. Commodities		51,890
Total U.S. Department of Agriculture (Passed Through MDE)		393,262
Total Federal Financial Assistance		\$ 1,792,421

Accrued (Deferred) Revenue At July 1, 2007	(Memo Only) Prior Year Expenditures	Current Year Expenditures	Current Year Receipts (Cash Basis)	Accrued (Deferred) Revenue At June 30, 2008
\$ —	\$ —	\$ 32,024	\$ 32,024	\$ —
φ <u>—</u>	<b>y</b> — — —	252,516	252,516	<i>\$</i> — — —
_		284,540	284,540	_
		2,513	2,513	
		54,024	54,024	<u> </u>
	_	56,537	56,537	
	_	295	295	
	_	341,372	341,372	
_		51,109	51,109	
	<del></del>	781	781	
	_	51,890	51,890	
<del></del>	<del></del>	393,262	393,262	
\$ 8,982	\$ 99,381	\$ 1,668,627	\$ 1,673,808	\$ 3,801

# SCHEDULE OF FINDINGS AND QUESTIONED COSTS

## SPARTA AREA SCHOOLS

Section I – Summary of Auditor's Results				
Financial Statements				
Type of auditors' report issued:	Unqualified			
Internal control over financial reporting:				
• Material weakness(es) identified?	Yes	X	_ No	
• Significant deficiencies identified that are not considered to be material weakness(es)?	Yes	X	None reported	
Noncompliance material to financial statements noted?	Yes	X	No	
Federal Awards				
Internal control over major programs:				
• Material weakness(es) identified:	Yes	X	_ No	
• Significant deficiencies identified that are not considered to be material weakness(es)?	Yes	X	None reported	
Type of auditor's report issued on compliance for major programs:	Unqualified			
Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133?	Yes	X	No	
Identification of major programs audited:	Special Education Cluster: 84.027 I.D.E.A. Flow Through			
		D.E.A. Preschool		
	84.010 Tit	tle I		

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)

## SPARTA AREA SCHOOLS

For the year ended June 30, 2008

Section I	I – Summary of Auditor's Results (Continued)				
Federal A	Awards (Continued)				
Dollar thr Type B pr	nreshold used to distinguish between Type A and programs:	\$300,000			
Auditee q	qualified as a low-risk auditee?	Yes	X	No	
Section I	II – Financial Statement Findings				
	t <b>Year Findings</b> ere no findings that are required to be reported under <i>Ge</i>	overnment Auc	liting Stand	lards.	
	ear Findings ant deficiencies (Items 2007-1 and 2007-2) in internal co	ontrol over fina	ancial repor	rting.	
2007-1	Inadequate design and documentation of the District's	s internal contr	ol system.		
	Corrective action taken and finding has been cleared.				
2007-2	Inadequate segregation of duties in the District business office, which leads to a lack of independent monitoring of the accounting functions of the District Accountant and of financial transactions occurring outside the Business Office.				
	Corrective action taken and finding has been cleared.				
Significar weakness	ant deficiency (Item 2007-3) in internal control over fis:	inancial repor	ting conside	ered to be a material	
District	et officials or employees who lack the knowledge and tra	aining to fulfil	l certain res	sponsibilities.	
2007-3	The lack of knowledge and skills present to apply (GAAP) and Governmental Accounting Standards Bethe District's financial transactions or preparing its Discussion and Analysis and Notes to Basic Financial GAAP and GASB requirements.	Soard (GASB) financial state	reporting st ments (incl	andards in recording uding Management's	
	Corrective action taken and finding has been cleared.				

There were no findings or questioned costs.

**Section III – Federal Award Findings and Questioned Costs** 

## NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

## SPARTA AREA SCHOOLS

For the year ended June 30, 2008

- **Note A** The Schedule of Expenditures of Federal Awards (SEFA) was prepared using accounting policies consistent with those used in preparing the Basic Financial Statements.
- **Note B** The amounts reported on the R7120 and CMS, Grant Section Auditors Report, reconcile with the SEFA.
- **Note D** The amounts reported on the Recipient Entitlement Balance Sheet, or PAL Report, agree with the SEFA for USDA donated food commodities.

## Note D – Federal Income Reconciliation

	Pe C	Grant expenditures er Schedule of Federal Financial Assistance	ule Revenue al Per I Financial		Differe	nce
Title I	\$	179,636	\$	179,636	\$ —	-
Title I - Migrant		158,152		158,152		-
Title IIA		93,735		93,735	_	-
Title IID		1,745		1,745		-
Title III Limited English		52,860		52,860	_	-
Title V		575		575	_	-
English Literacy/Civics Education		10,600		10,600		-
Adult Basic Education		102,000		102,000	_	-
Safe and Drug Free Schools						
and Communities Act		6,148		5,951	19	97 (1)
Special Education Cluster		658,255		658,255	_	-
Learn and Serve		7,858		7,858		-
School Based Medicaid		3,801		3,801	_	-
Nutrition Cluster		341,372		341,372		-
U.S.D.A. Commodities		51,890		51,890		-
	\$	1,668,627	\$	1,668,430	\$ 19	97

<sup>(1)</sup> Prior year deferred revenue was incorrectly posted to a non-federal revenue account in the District's general fund.